

Focus for Parents Registering for a Parent Portal Account

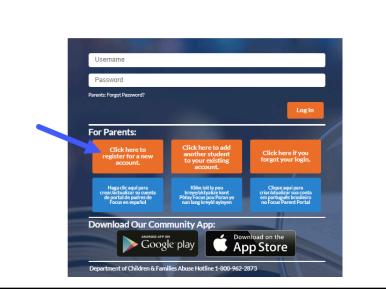
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Registering Your Parent Account

Please note that students will log in through Launchpad. The PIN code you are using for registration will not be used by students. Student login directions: bit.ly/FocusStudentLogin

- To create a new account, using Google Chrome as your Browser, go to https://BrevardK12.focusschoolsoftware.com/focus/auth
- 2. Click Click here to register for a new account.

You may also use the Mobile app to create a new account.



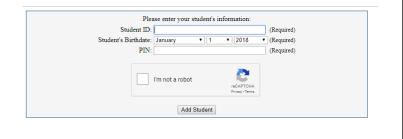
- 3. Complete the form fields. Please note: BPS email addresses are not to be used for parent accounts.
- **NOTE: If you are a BPS employee and a parent, it is recommended to use an Incognito window for your parent login.

Click Submit.

4. On the next screen, enter in your child's information and type in the PIN code you received. The PIN code is case sensitive.

If you enter in the wrong information, you will be notified on the screen with a message in red. Try again.





Once completed, the student added will appear on your screen. If you have more children to add, choose the option to add a child already enrolled or to register a child not yet enrolled. When finished adding students, click I am FINISHED adding students.

Please take me to the Portal to go to the Focus portal

I am FINISHED adding students. Please take me to the Portal.

To login, after you create your account:

Method 1: go directly to the FOCUS parent portal site at:

https://BrevardK12.focusschoolsoftware.com/focus/auth

Method 2: Navigate to the BPS homepage, www.brevardschools.org and click on the "Focus" link in the top of the navigation banner.



Forgot Password and Account Lock-Out

You will be locked out after 5 failed login attempts. If you are locked out, you will need to reset your password. The school and district are unable to reset account passwords.

If you forget your password, click on the Click here if you forgot your login.

You will be prompted for your email address, and password reset instructions will be emailed to the address you provide. Click on the link in the email.



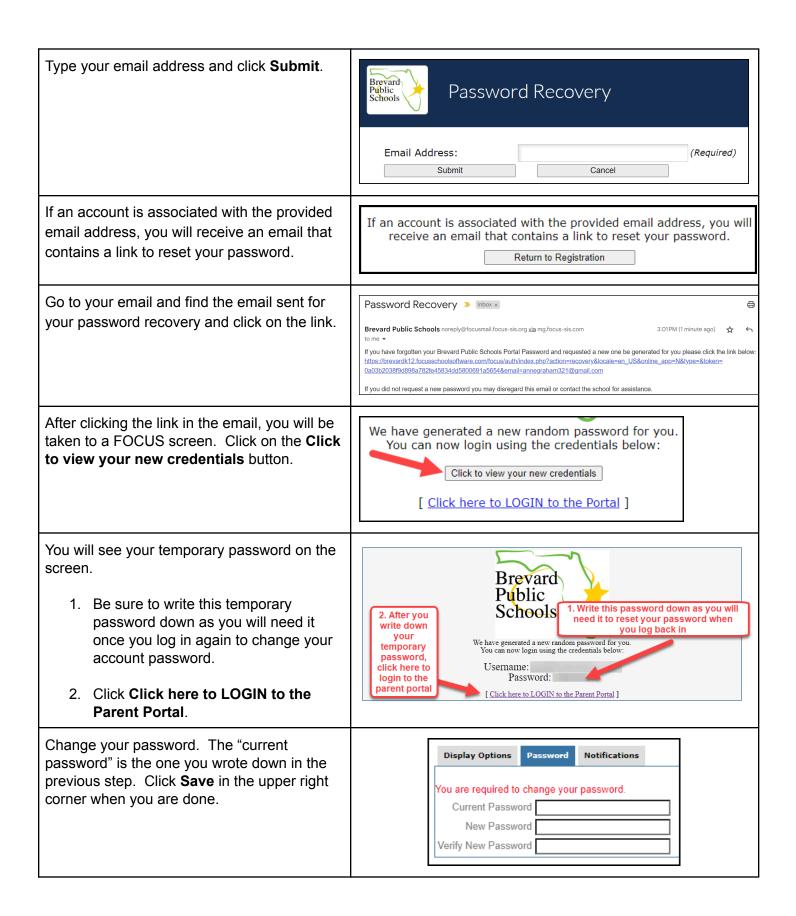
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Office of Educational Technology

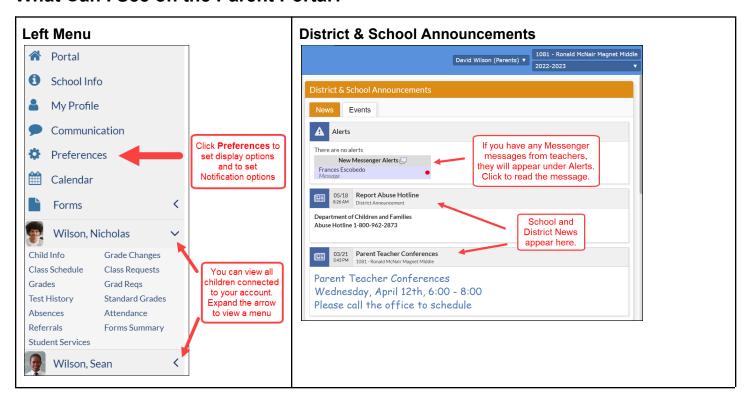
Parent & Student FOCUS Website

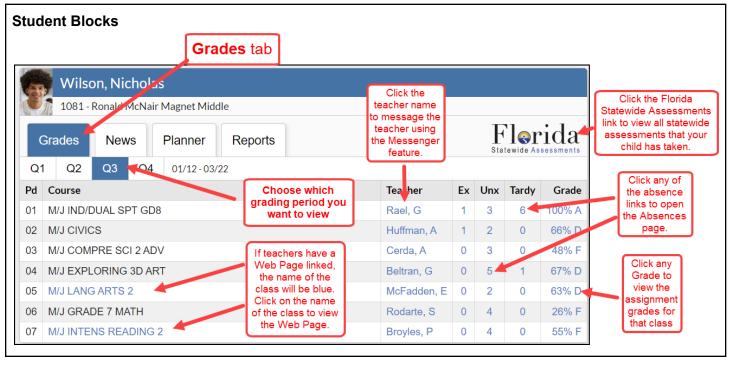
<u>Brevard Public Schools</u> Link to this document: <u>bit.ly/BPSFocusParentRegister</u>

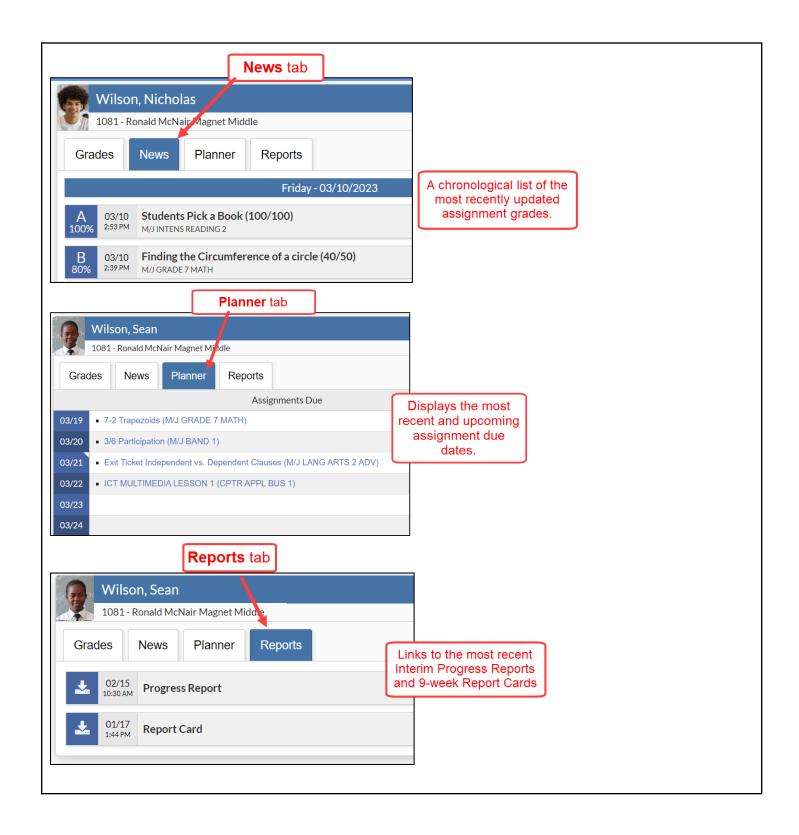
e bit.ly/bpsfocusparentsstudents



What Can I See on the Parent Portal?







Frequently Asked Parent Questions and Troubleshooting Document Link

https://goo.ql/PTBtmU