Family Record, Parents Tab - Connect Password Reset

Last Modified on 08/28/2023 1:17 pm EDT

To add or change a username or password for a parent so they are able to access the parent or Connect portal, go to the family's record within the system- then select the Parent tab.

Be sure the correct parent is highlighted.

To add a user to the portal, select the Add Portal User link-

Add the username, then press save. Note: the username must be unique across our servers- you will be notified if the entered name has been taken!

As a default the password will be the same as the username. If the password should be updated enter the same password in the Password and Confirm Password Fields.   Password requirements will be displayed to the left of the password boxes in grey.

Adams D Family	9	Split	2105.70
Family ID 23535	Student(s)	Statement Type	Balance Outstanding
Family Center: Central Falls			
Internal Note: collections			Add/View Journal Notes

Summary | Family | Children | **Parents** | Third Party | Volunteers | Communication | Auto-Pay | Vacation | Financials | Receipts | Merge

✓ **SUCCESS**
Password has been changed.

Amy
Adams
Guardian ID 46409

David
Adams
Guardian ID 46410

Guardian ID #:**46409**   Guardian Center #:**3165**

Available Discounts

Discount

$ | -- | ▼

Check In/Out Information

Pin Number

➜ | 1233

☐ Door Pin Disabled - Parent

Connect Information

User ID

adams1

Actions ▾

Password

🔑 |

Confirm Password

🔑 |

☑ **Update**

Password requirements:

Password length must be between 12 and 32 characters
Password must not contain the user name
Password must contain at least three of the following elements:
  At least one uppercase letter
  At least one lowercase letter
  At least one number
  At least one special character

To update a username, select the Actions menu. Then select the update link

Add the new username, then press Update.

If the user should no longer be able to access the portal, select the Actions menu, then press the Inactivate button. The user will no longer be able to login to the portal. At any time access can be changed by selecting the Actions button and press the Activate option.

Beanstalk Family
Family ID 323499

Internal Note:

1
Student(s)

| Summary | Family | Children | **Parents** | Third Party | Volunteers | Communication | Auto-P |

✓ **SUCCESS**
User has been updated.

Guardian 1
Beanstalk
Guardian ID 633756

Guardian 2
Beanstalk
Guardian ID 633757

Guardian ID #:**633756**

Guardian Center #:**5586**

Check In/Out Information

Pin Number

633756

☐ Disable Pin

Connect Information

Connect ID
JacksProudDad2018

Actions ▾

Inactivate 🖑

Update

Password

Confirm Password

☑ Update