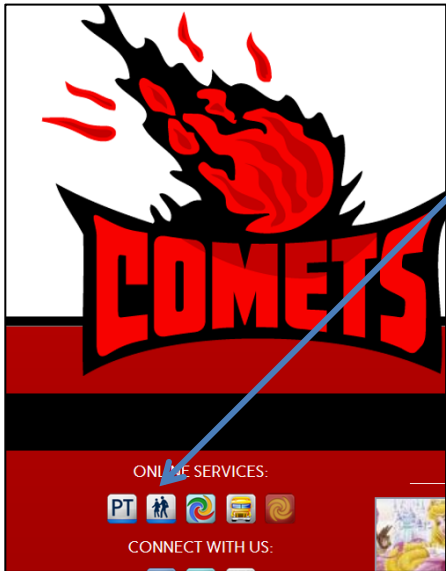


## Accessing Power Announcement In Parent Portal

Use these instructions to access Power Announcement Information in the Parent Portal:

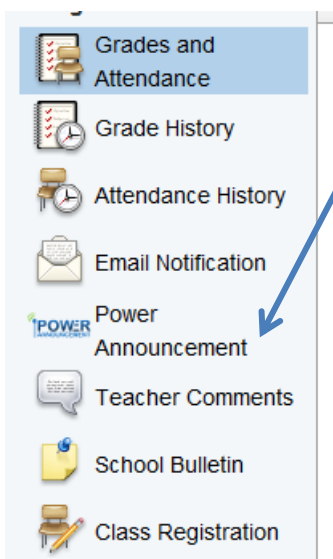
1. Click the Parent Portal Icon on the Clive School Web Page



2. Enter your Confidential ID and Password in the log in screen

A screenshot of the PowerSchool Parent Sign In login screen. The title 'PowerSchool' is at the top in a large blue font. Below it, the text 'Parent Sign In' is displayed. There are two input fields: 'Username' and 'Password'. Below the password field is a link that says 'Having trouble signing in?'. At the bottom right is a blue 'Sign In' button.

3. Choose Power Announcement from the sidebar menu



4. Select your messaging preferences and Save.

A screenshot of the messaging preferences settings page. The page is titled 'Preferences By Message Type'. It has a table with two columns: 'Option' and 'Choice'. There are three rows, each with a checked checkbox in the 'Choice' column. Below the table are three sections: 'Preferences By Contact Field' and 'Preferences By Message Category'. At the bottom right is a green 'Save Preferences' button. A blue arrow points from the fourth instruction to the 'Save Preferences' button.