

Parent Portal Instructions

To begin, obtain your child's Parent Portal id code from your child's school. This number will be unique to your child and is **case sensitive**. Each student you have in the district will have a unique id code. You will need their code to add the student to your account.

Click on the Parent Portal button on the HISD homepage.

When the page loads this is the screen you will see:

The screenshot shows the txConnect login interface for HENRIETTA ISD. At the top left is the txConnect logo. The main heading is "Welcome to txConnect for HENRIETTA ISD". On the right, there is a yellow "Help" button and a "District Message" section stating "No messages at this time." The central "Login" section contains a form with "User Name:" and "Password:" labels, each followed by a text input field, and a "Log In" button below. Below the login form, the "New User?" section is circled in red, with the text "If you need to create an account, click [here](#)". Below that is the "Forgot your Password?" section with the text "If you need help recovering your password, click [here](#)". At the bottom, there are links for "Available languages: [English](#) [español](#)". On the right side, there is a footer with version information: "Version 1.5.0.0", "Licensed Materials - Property of Texas Computer Cooperative.", "Copyright © 2006 by Texas Computer Cooperative.", and "All rights reserved."

Click on the link for a new user.

Then you will see the screen change to :

Connect

Registration

User Info - Step 1 of 3

Please provide a user name, password, and e-mail.

User Name: **User name is a required field.**
Must be between 6 and 9 alpha-numeric characters. (example: ABC5555)

Password:
Must be between 6 and 9 characters; must contain at least 3 of the following character types: uppercase, lowercase, numeric, punctuation.

Confirm Password:
Password must match entry in password field exactly. (case sensitive)

E-mail: (optional)
Must be a valid e-mail address format. (example: name@name.com)

[Help](#)

[Next](#)

Available languages: [English](#) [español](#)

You must create a user name. It has to be between 6 and 9 alpha-numeric characters. (ex. ABC1234)

You will create a password. This password must be between 6 and 9 characters; must contain at least 3 of the following character types: uppercase, lowercase, numeric, punctuation.

Adding your email is optional, however it is recommended. You will be able to sign up for alerts once your account has been established. These alerts can have criteria set for absences, tardies, averages, and assignments.

You will have to answer the security question. This will be the answer required to retrieve your password should you happen to forget it.

Connect

Registration Help

Hint Question - Step 2 of 3

Select a question and enter an answer to help you retrieve your password if it is lost.

Question:

Answer:

Available languages: [English](#) [español](#)

The next screen will be the screen that calls for the student identifier and birth date.

Connect

Registration Help

Add Students - Step 3 of 3

Please provide a Student Portal ID and birth date for each student you wish to add.

Student Portal ID:

Student Birth Date:

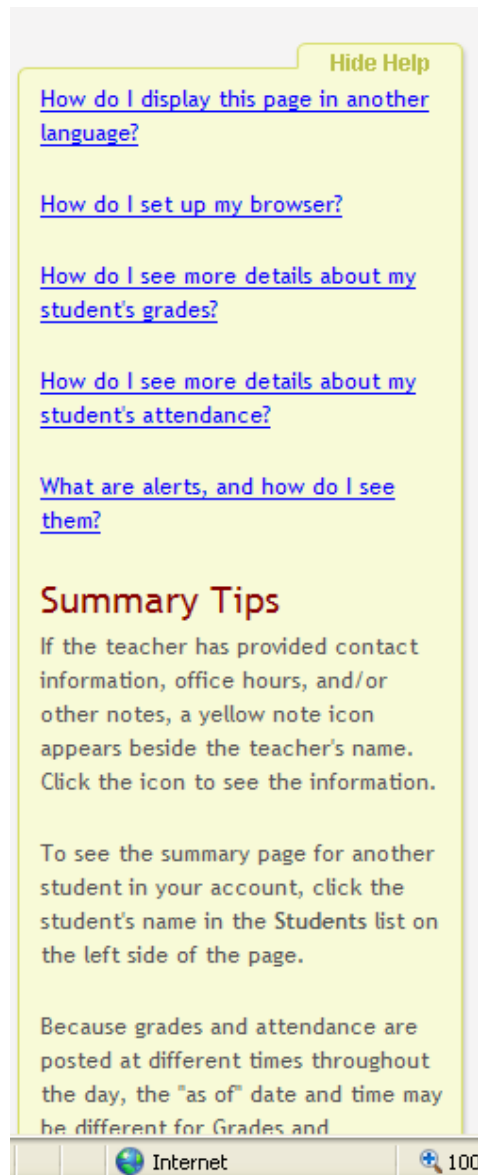
Enter date in MM/DD/YYYY format.

Added Students
(none)

Available languages: [English](#) [español](#)

Once the information is entered click on add. Then you will notice the student's name has been added under the added students tab. You will repeat this process for each of the students you wish to add to your account. Once you have added each one of your students click on finish. You are now ready to use the Parent Portal.

If you have questions on how to use the Parent Portal, please make use of the help button in the top right hand corner.



Hide Help

[How do I display this page in another language?](#)

[How do I set up my browser?](#)

[How do I see more details about my student's grades?](#)

[How do I see more details about my student's attendance?](#)

[What are alerts, and how do I see them?](#)

Summary Tips

If the teacher has provided contact information, office hours, and/or other notes, a yellow note icon appears beside the teacher's name. Click the icon to see the information.

To see the summary page for another student in your account, click the student's name in the Students list on the left side of the page.

Because grades and attendance are posted at different times throughout the day, the "as of" date and time may be different for Grades and

Internet 100%