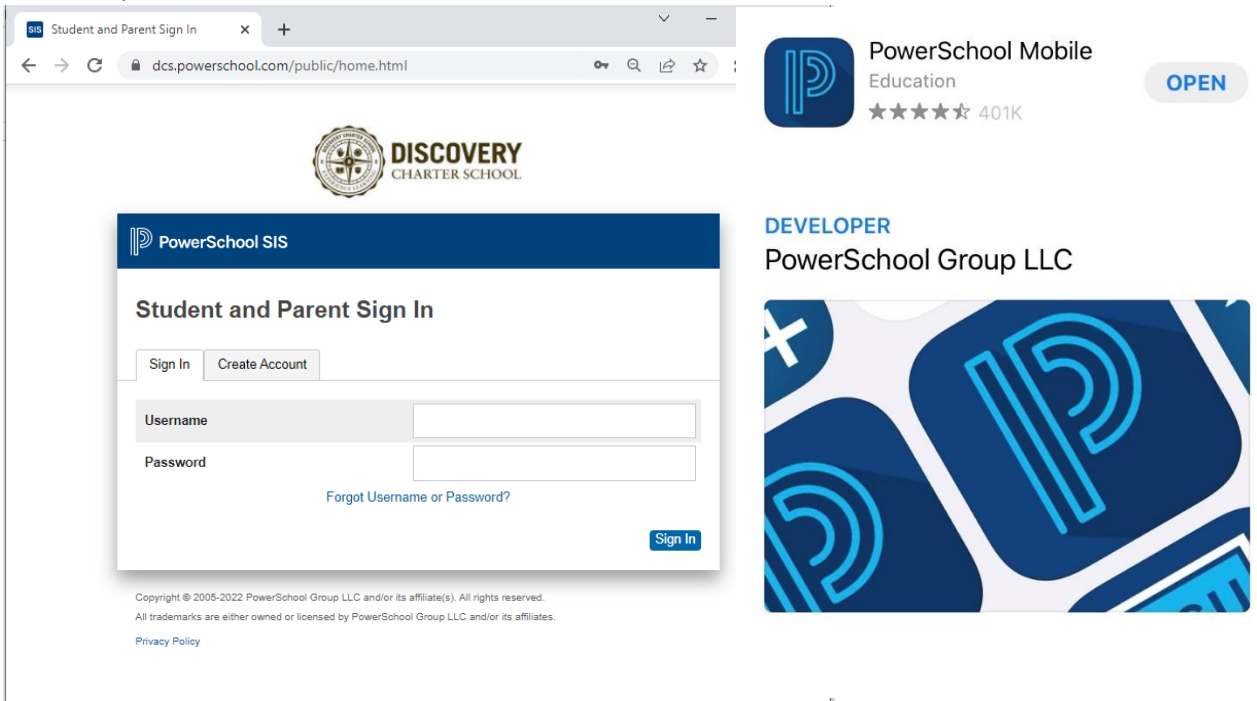


22-23 Registration Instructions

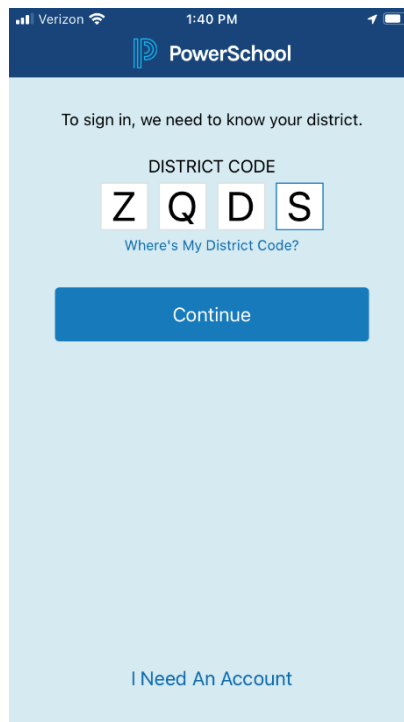
Welcome to Discovery for the 22-23 school year! Please follow the below instructions to register your student(s).

1. Go to <http://dcs.powerschool.com/public> -OR- download and open the Powerschool Parent Portal on your mobile device.



The image shows two screenshots. On the left is a browser window displaying the Powerschool SIS website. The URL is dcs.powerschool.com/public/home.html. The page features the Discovery Charter School logo and a 'Student and Parent Sign In' form with fields for Username and Password, and a 'Sign In' button. On the right is the Powerschool Mobile app interface, showing the app icon, the name 'PowerSchool Mobile Education', a 4.5-star rating, and the developer 'PowerSchool Group LLC'.

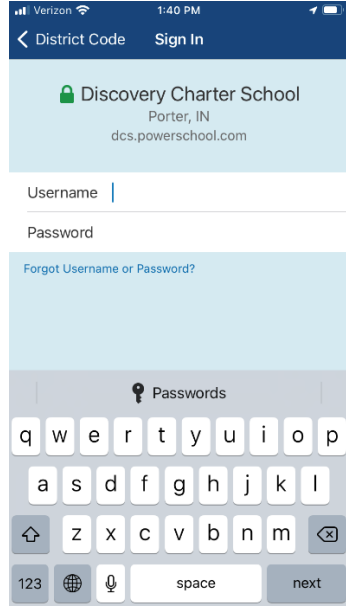
NOTE: The school code for the Powerschool App is **ZQDS**.



The image shows the Powerschool mobile app sign-in screen. The status bar at the top shows 'Verizon' and '1:40 PM'. The app header displays the Powerschool logo and name. The main text reads 'To sign in, we need to know your district.' Below this is a 'DISTRICT CODE' section with four input boxes containing the letters 'Z', 'Q', 'D', and 'S'. A link 'Where's My District Code?' is positioned below the input boxes. A blue 'Continue' button is centered below the input fields. At the bottom, there is a link 'I Need An Account'.

2. Login with your known username.

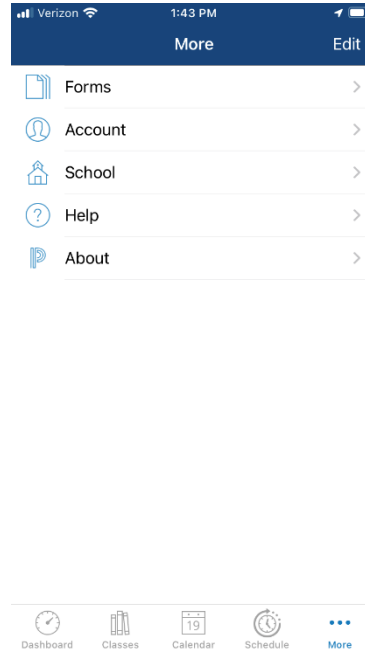
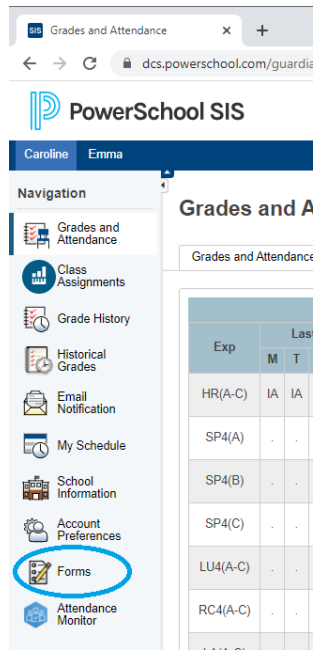
- a. If you have forgotten your username and/or password, utilize the “Forgot Username/Password” link/option and follow the prompts to reset and log in. Contact Mrs. Wheeler at bwheeler@discoverycharter.org with additional login questions.
- b. Once logged in, select your first or only student in your list of students.



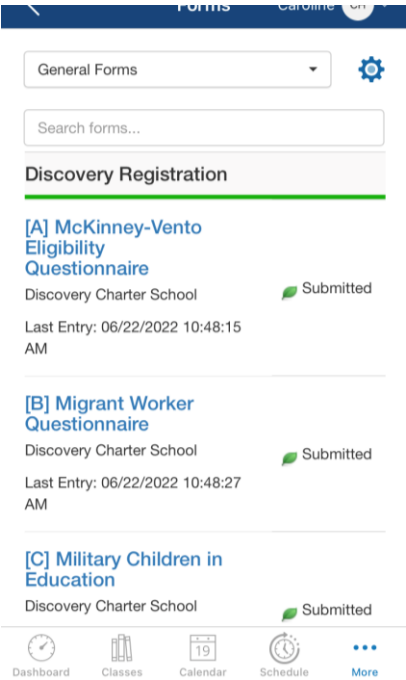
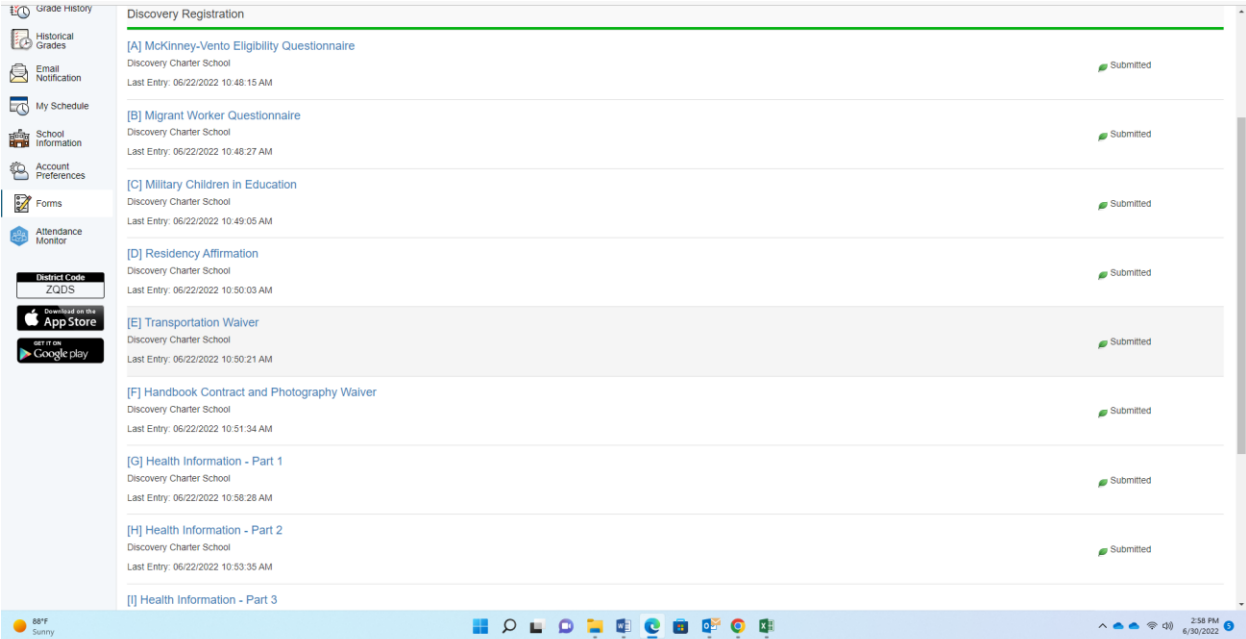
i.

3. Click on Forms.

- On the website, Forms is on the left hand menu.
- In the App, click the three dots/“More” in the bottom right to see Forms.



NOTE: if you were previously logged in via the app and do not see Forms, sign-out by clicking on “Account” and then “Sign-Out” and sign back in. Then Forms will appear as stated above.



- 4. Complete all forms A-J. The “Completion” form provides instructions on what to do upon completing forms A-J. Once all are “Submitted” [Green], you may complete for your next student by selecting their name, if applicable.