STAY CONNECTED THROUGH
FOCUS PARENT PORTAL

Lee County's **FOCUS Parent Portal** provides parents/guardians a real-time view of their child's assignment grades, attendance information, current grade averages in all classes, as well as progress monitoring results.

HOW TO REGISTER

▶ https://lee.focusschoolsoftware.com/focus/

▶ If you are creating an account for the first time, click **CREATE ACCOUNT** at the bottom of the page.

▶ Enter the information in all the required fields.

▶ You can register with the last four digits of your child's Social Security Number on file with the District to get immediate access to your child's information. **If you do not have or do not wish to provide a Social Security Number leave this section blank.**

▶ Once all required information has been entered click **"Add a Student"** button.

▶ To add another child, click **"I would like to Add Another Child."** Enter all the information required and click **Add Student**. *(Note that this step can be completed as many times as necessary, or later, if needed).*

▶ Otherwise, click **"I am Finished Adding Students Create My Account."**

▶ On the next screen, your child's name will display.

▶ If you have provided a Social Security Number, a confirmation message will appear with the username. **Please write the username down for future reference.** Along with the confirmation will be a link to the Parent Portal login screen. **Click the link to log in to the Parent Portal.**

▶ If you did not provide the last four digits of your child's Social Security Number, your child's school will receive the request to link the parent account to your child's account. **Once the school has verified the information, you will receive an email in 1-2 business days stating that access has been granted with a link to the Parent Portal login screen.**

**Note in the future you will need to use the username provided, and the password you create to access your portal again.