

Creating a ParentsWeb Account

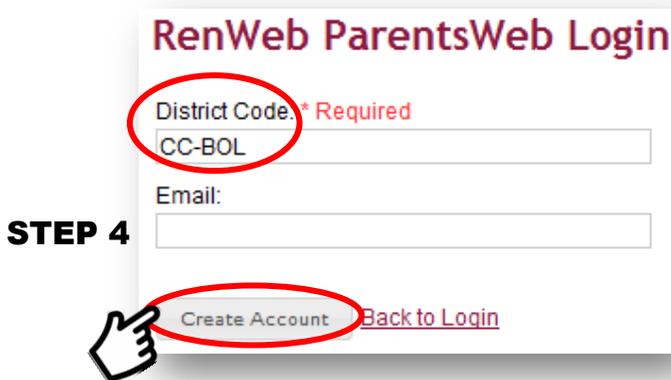
Step 1: Make sure you have submitted an email address that you use regularly to the school. If you have not, please submit your email address to the school secretary before continuing.

Step 2: Using **Mozilla Firefox** or **Internet Explorer** go to **www.renweb.com**. (**Google Chrome** does not work with RenWeb yet) Move your mouse over the word **LOGINS** at the far right and scroll down to ParentsWeb Login and click. (See image Step 2 below).

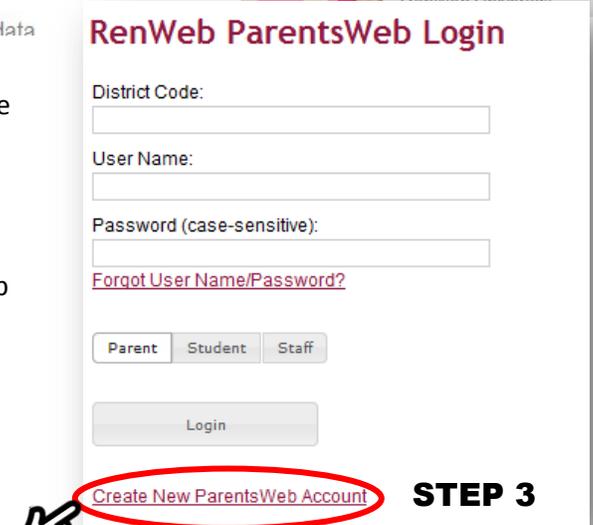


Step 3: You will be taken to a screen which will have a RenWeb ParentsWeb Login like the image to the right. Since this will be your first time using ParentsWeb simply click on [Create New ParentsWeb Account](#) below the Login Button (without filling in any of the fields above it).

Step 4: You will be taken to a similar screen (see image Step 4 below) in which it is required to enter the District Code.



STEP 4



(Step 4 continued)

Our District Code is: **CC-BOL**. Under the word Email enter the email address you have submitted to the school. Then click on [Create Account](#).

Step 5: An email will be sent to the email address you supplied in **Step 4** with instructions and a link: [Click to create your ParentsWeb login](#). After clicking you will be taken to a new page (see image Step 5 below) in which your Name and Person ID will be shown but you will need to create a **User Name** and **Password** and then **Confirm** the password. Once you have done that click on Save User Name and/or Password and **return to www.renweb.com** and from there to the **ParentsWeb Login** and enter the District Code: **CC-BOL**, your newly created **User Name** and **Password**. Finally click on Login to enter ParentsWeb.

Change/Create Password

STEP 5

Name	Person ID	User Name	Password	Confirm	
XXXXXX	XXXXXX	XXXXXXXX	<input type="text"/>	<input type="text"/>	<input type="button" value="Save User Name and/or Password"/>