



Dougherty County School System

i-Parent Guidelines and Directions

GUIDELINES

Parents are required to adhere to the following guidelines:

1. Parents will NOT share their password with anyone, including their own children.
2. Parents will not attempt to destroy or harm any data.
3. Parents will not use i-Parent for any illegal activity, including violation of data privacy laws. Anyone violating the laws will be subject to civil and/or criminal prosecution.
4. Parents will not access data or any account owned by another parent.
5. Parents who identify a security problem must report it immediately to the Dougherty County School System.
6. Parents who are identified as a security risk to i-Parent or to any other Dougherty County School System computers or networks will be denied access.

ACCESS

The i-Parent system is an Internet-based program accessible through the World Wide Web. You can log on to the system from any computer with internet access, including those at the public library and other public buildings.

TO CREATE A NEW i-PARENT ACCOUNT

- Click on the link at the DCSS homepage (www.docoschools.org) or type in <http://iparent.dougherty.k12.ga.us/iparent/>.
- Select "I haven't registered yet"
- Enter district # 0647
- Enter your access key **exactly** as written with **no spaces**
- Enter the birth date of your oldest child currently enrolled in the school district
- Create your own user name (at least 6 characters)
- Create your password
- Answer a choice of 3 questions. If you forget your password in the future, you will need to answer these questions before you can login or before we can offer help. The questions do not have to refer directly to your password.
- Log in. You should see a screen with all of your students listed. You will have the option to view attendance information, grade information, discipline, and the current schedule. These choices are listed on the left of the screen.
- Be sure to always log out when you are finished (on left)

After the above steps have been completed, you will do the following when you login again:

- Enter the web address
- At the log in screen, enter district # 0647, your user name and password
- Click log in

Please note: If you have more than one student in the system, you can see all students with one login. After clicking on the first student link, a menu is displayed in the left margin. You must click on the "select student" link found there to see information for additional students. Do not use the back arrow. Using the back arrow will redisplay the information for your first student. For assistance, please call your child's school.

GRADING POLICY

Teachers are allowed a one-week period from the time an assignment is due to enter grades in the i-Parent system. If you have questions or concerns about your student's grades, please contact the classroom teacher.