

PowerSchool Single Sign-On Instructions

From your internet browser, go to PowerSchool: <https://www.dupage88.net/ps>



Login

User Name

Password

[Having trouble logging in?](#)

First you will need to create an account by clicking on the “Create Account” button (circled below).

Create an Account

Create a parent/guardian account that allows you to view all of your students with one login account. You can also manage your account preferences. [Learn more.](#)

To create a parent/guardian account, you will need your student(s) Access ID and Access password. **Access IDs and passwords will be available during registration. If you do not receive the Access information during registration, it will be mailed home.** You will need to enter the following information:

Create Parent Account

First Name

Last Name

Email

Desired Username

Password ☐ Better

Re-enter Password

Password must:
•Be at least 5 characters long

Link Students to Account

Enter the Access ID, Access Password, and Relationship for each student you wish to add to your Parent Account

Student Name	Access ID	Access Password	Relationship
1. Julie	451265	••••	Father
2. Mark	21548	••••	Father
3.			-- Choose

Name – Your first and last name

Email – Student notifications and correspondence related to your parent/guardian account will be sent to this email.

Desired Username – Your username is your unique PowerSchool identity.

Password – Your password must be at least 5 characters long.

Student Access Information – Information for a minimum of one student. This includes the **Access ID and Access Password** for each

student and your relationship to the student. **The Access ID is case sensitive.** After you have created the account and added your child(ren), click Enter. You then will be directed back to a login screen, where you will use your new login and password that you just created. (See below)

After logging in, you will see the main screen. Across the top, you will see a tab for your child(ren). On the left navigation bar, there are links to several screens providing information about current class schedules, grades, attendance, email notification and the school bulletin.

PowerSchool

Congratulations! Your new Parent/Guardian Account has been created. Enter your Username and Password to start using your new account.

Login

User Name











Password

[Having trouble logging in?](#)

Submit

Clicking on the **Account Preferences** tab in the left navigation bar brings you to an Account Preferences - Profile screen. Here you can change your email, username or password.

Navigation

-  Grades and Attendance
-  Grade History
-  Attendance History
-  Email Notification
-  Teacher Comments
-  School Bulletin
-  Class Registration
-  My Calendars
-  School Information
-  Account Preferences

Selecting the **Students tab** from the Account Preferences screen takes you to a screen where you can add additional children to your account. Once again, you will need to know the original **Access ID and Access Password** for each student. This information can be acquired from the school's main office. Addison Trail High School's main office number is 630-628-3300. Willowbrook High School's main office number is 630-530-3400.