

Parent Portal Access

Dear Parent,

The Bibb County School District is pleased to offer our parents the Infinite Campus Parent Portal. This online tool is used for you to keep track of your child's progress. Parents may view their student's grades, attendance, schedule, and more using Infinite Campus Parent Portal.

As parents, you will be given a "Portal Activation Key" number to access your child's data on our website through Infinite Campus. Each parent/guardian will have their own "Portal Activation Key" number to access any of your child(ren)'s data who attend Bibb County Schools.

Please follow the steps listed below to access the portal and receive a "Portal Activation Key." You will use that number to sign on to the portal and setup your personal parental account.



Step 1: In order to retrieve your activation key, please go to the <https://www.bcsdk12.net/>, then click on the **Parents** Heading - Parent Portal, Portal Activation Key Option on the top of the page.

Step 2: Enter the requested information: student number (student's lunch number and student's birthday, then click **submit**.

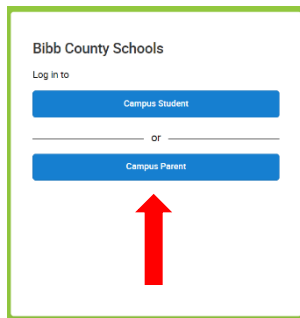
A screenshot of a web form titled "Campus Portal" in the top right corner. The form has a white background and a green border. It contains two input fields: "Student Number" and "Student Birthdate". Below the "Student Birthdate" field is a small calendar icon. At the bottom of the form is a blue "Submit" button. Two red arrows point from the right side of the form towards the "Student Number" and "Student Birthdate" fields.

Step 3: This will give you your activation key.

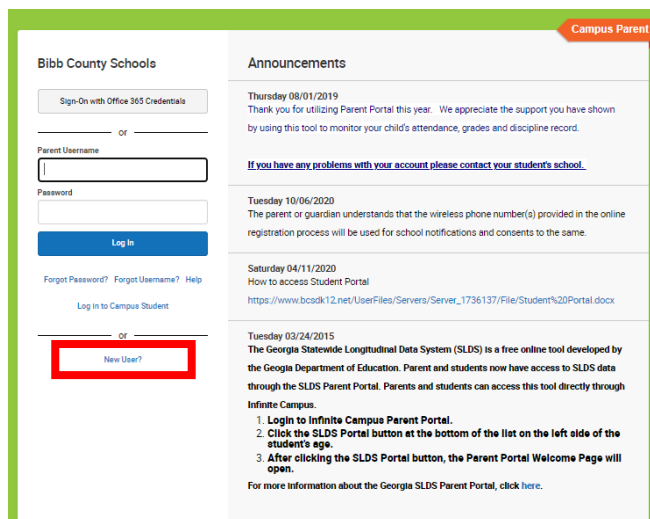
Step 4: Click the **Manually Enter Activation Key** button located below the Activation (you may copy and paste).

A screenshot of the "Parent Portal Activation" page. The page has a green header with the "Infinite Campus" logo on the left and "Parent Portal Activation" on the right. Below the header is a white form area with a "Campus Portal" label in the top right. The form contains a "Name" field with "Username/Activation Key" entered. Below that is a "GLUID:" field with a blue highlight. At the bottom of the form is a red-bordered button labeled "Manually Enter Activation Key".

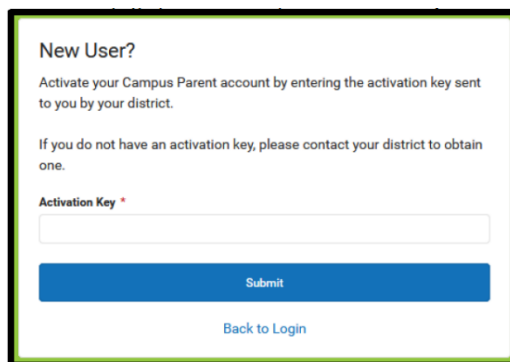
Step 5. You will choose **Campus Parent**.



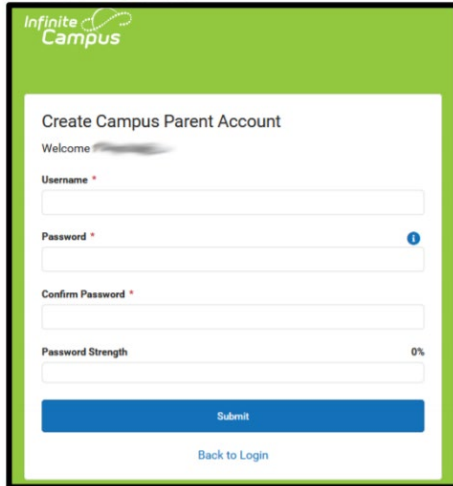
Step 6. On the next screen, click on **New User** located at the bottom of the page.



Step 7. On the next page you will enter your **Activation Key** and click **Submit**.

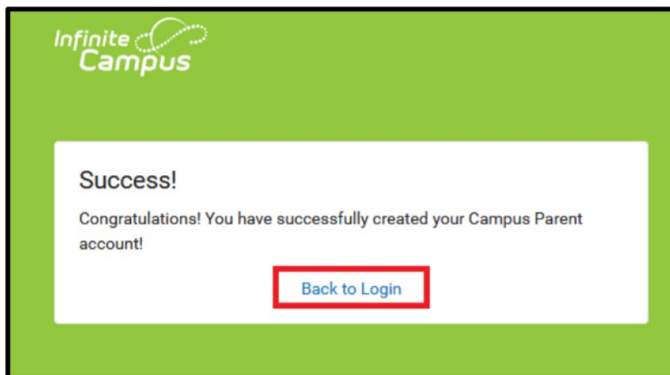


Step 8. Next you will create your Username and Password. Once you have completed that, click the Submit button.

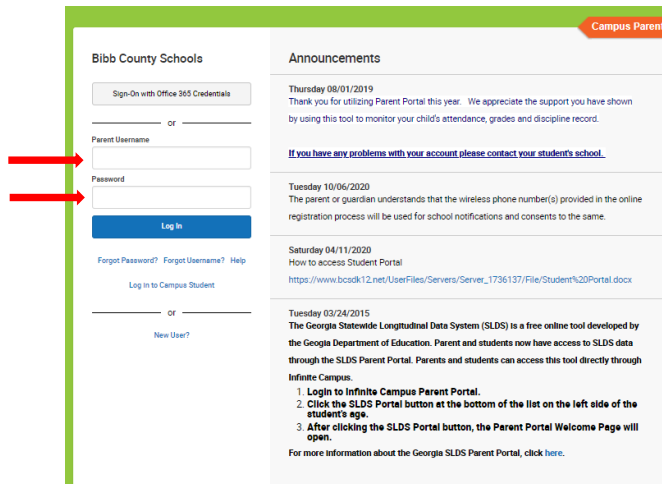


The screenshot shows the 'Create Campus Parent Account' form on the Infinite Campus website. The form includes fields for Username, Password, and Confirm Password. A Password Strength indicator shows 0%. A blue 'Submit' button is at the bottom, and a 'Back to Login' link is below it.

Step 9. After you have successfully created your username and password, there will be a link that says **Back to Login**. This will take you to the Campus Parent Login in screen.



Step 10. Now you can login to Campus Parent. * Note: if you cannot login, please contact your student's school.



The screenshot shows the Campus Parent login page for Bibb County Schools. It features a 'Sign-On with Office 365 Credentials' button, fields for Parent Username and Password, and a 'Log In' button. Two red arrows point to the Username and Password fields. The right side of the page contains 'Announcements' with dates and text, including a link to contact the school if there are account problems.