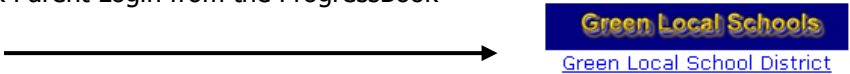
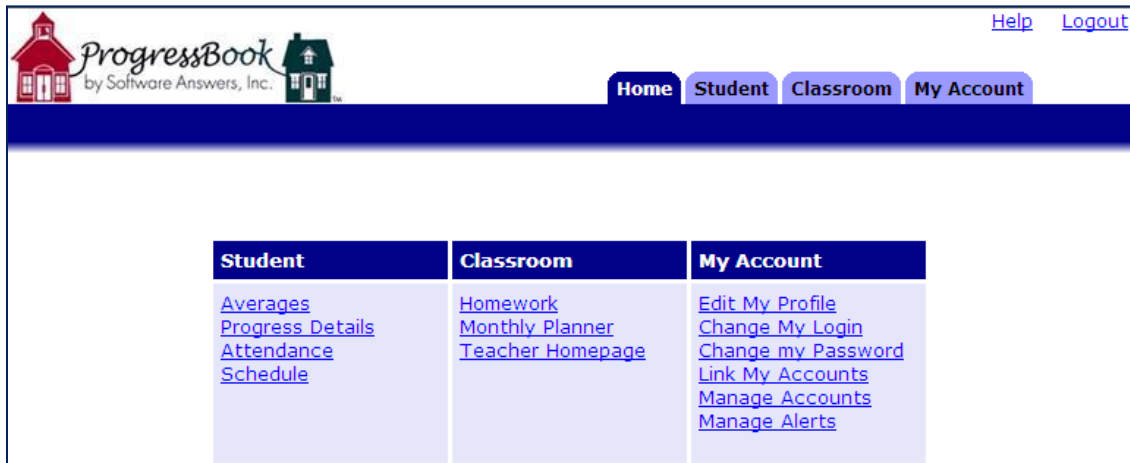


Parent Access to Student Records Using ProgressBook

All parents of students in Green Local Schools are invited to review their children's progress online through ProgressBook. Students will be receiving separate user names and passwords at school so it is not necessary to share this account information with your child.

- Direct your web browser to www.greenlocalschools.org.
- On the right side of the home page, click Parent Login from the ProgressBook menu.
- Select the Green Local Schools link. 
- When the login screen loads, input your user name and password, then click Login.
- The first time you log in, please enter your **e-mail address** and click **Save**. This will enable you to communicate with the central ProgressBook system in the event that you lose your password or wish to change your e-mail address.
- To access information about your child's progress, use the links or navigation tabs on the screen (Student, Classroom, My Account). When you are finished, click **Logout**.



You may change your user name and/or password to something familiar.

- Log in (see above).
- Under *My Account*, select *Change My Login* or *Change my Password*.
- Follow the instructions on the screen to establish a new user name and/or password.

You may link accounts of more than one child to a single user name and password.

- Log in with the account information for your youngest child.
- Under *My Account*, select *Link My Accounts*.
- Enter the user name and password of the next oldest child; click LINK.
- This message will display when the link has been made. **The accounts have been linked!**
- Repeat step 3 with additional children; proceed in order from youngest to oldest.

Should you have questions or need assistance with this system, please contact the Office of Learning and Teaching at 330-896-7512.