

Infinite Campus Parent Portal Instructions

Go to www.dcssga.org

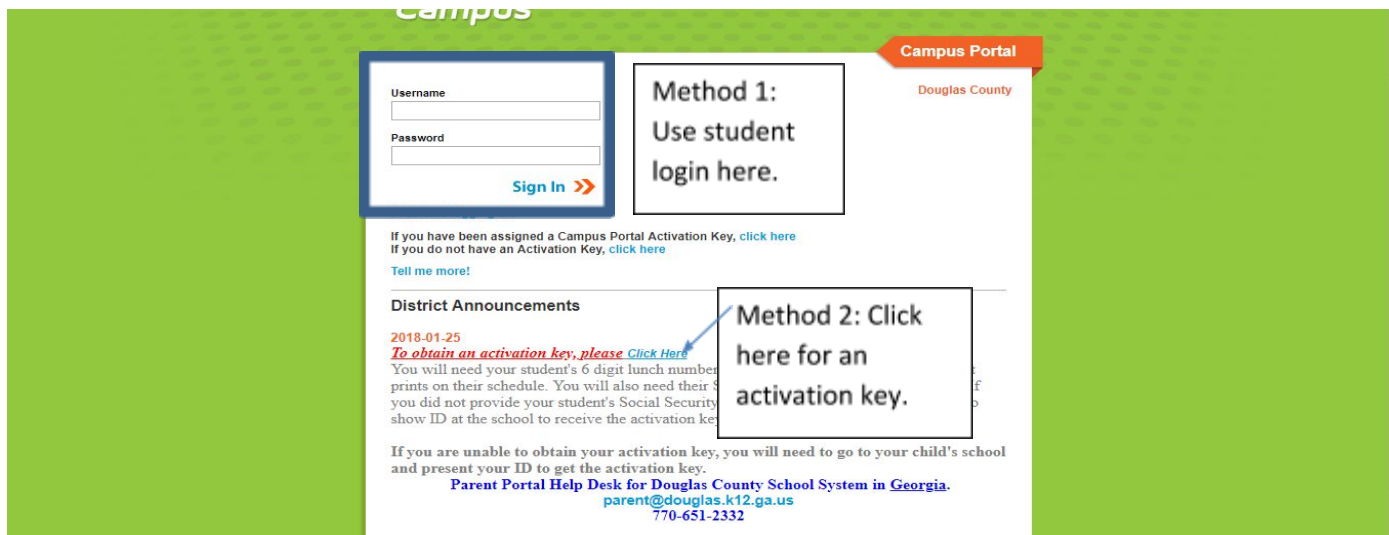
Click on **Resources**, then **Parents**, then **Infinite Campus Parent Portal**

Two ways to login:

Method 1: Use your student's computer login which is their first and last initials, followed by their student number. Their six digit birthday in the MMDDYY format is the password.

(Example: Jane Smith, Student # 123456, Birthday January 2, 2003

Username: js123456 Password: 010203)



Method 2: If you have more than one student in DCSS, you can go through the process of **obtaining an activation key** and all of your children's accounts will be linked under one login.

Click on **Obtain an activation key** and you will need:

Student number, Student Social Security Number, Student Birthday, Click Submit

After you do this, you will get a LONG activation key. WRITE it down, you will need it to finish registering. Then the screen will go back to the previous page and now click "First Time Using Campus Portal". Type in the LONG activation key. Click SUBMIT.

Once this is completed you will set up your own user name and password. Please write this down or store in your phone as the school does not have access to this information.

Additional Information

There is an Infinite Campus Mobile App as well as Campus Parent App available in your App Store, but it is much easier to use a desktop/laptop for your first login.

If you are unable to obtain an activation key or your child's student number, you will need to come to the school with picture ID to receive the key. We are unable to give out this information over the phone or e-mail due to student privacy laws.

For login username/password issues, please contact:

- parent@douglas.k12.ga.us
- **770-651-2332**