

## To sign up for your ParentsWeb account:

1. Go to [www.renweb.com](http://www.renweb.com)
2. Top right of screen select logins and then select ParentsWeb Login.
3. Click on "Create New ParentsWeb Account" in the box on the left of the screen under the login section.
4. Make sure that the "District Code" is entered as "temple-oh"
5. Enter the email that Temple has on file as your primary email address.
6. After submitting the district code and email address, renweb will send you an email with instructions about how to create a ParentsWeb Username and Password. In this email, click on the link at the bottom that says, "Click to create your ParentsWeb login"
7. You will then be directed to a webpage that lists your name and a "Person ID"
  - Next to your name, input what you would like to use as your username. (we suggest that you simply use your first and last name without a space. For example, John Smith would type in "johnsmith"
  - In the next box, type in a password that you will remember. RenWeb will require that the password used has **both** Letters **and** Numbers
  - In the final box, retype the password that you entered.
  - Click the button at the end of the line that says "Save User Name and/or Password."
8. Return to [www.renweb.com](http://www.renweb.com) and once again go to the logins menu in the bar at the top right of the screen and select "ParentsWeb Login."
9. On the left side of the screen, you can now log in to the ParentsWeb portal
  - Enter District Code, temple-oh
  - Enter your user name
  - Enter your password
  - Make sure "Parent" is selected (as opposed to "student" or "staff").
  - Click the "login" button
10. You are now in the ParentsWeb1!