Home Access Center and Family Mobile Application

The **Home Access Center** (HAC) website and the **eSchoolPLUS Family App** allows parents and students to view student transportation, registration, scheduling, attendance, assignment, and grade information. These applications are available for parents and students and use the same login information.

Due to recent changes within the application, all users are initially provided with an access code. Once the access code has been updated with a password, users may log into either application using their password.

The following pages will assist you in converting your access code to a password and what steps to take should you forget your user name or password.

Contents

Creating Your Account with an Access Code	. 2
Login with a Password	
Logiii witii a Fassword	. ¬
Forgot My User Name or Password	.5

Creating Your Account with an Access Code

This is the first Welcome screen you will see.

You do not yet have a password, you need to create one by logging in with your access code. To log in with your access code select the "Click Here to Register with Access Code" link.



Another Welcome screens appears:

<u>Select a District</u>: Use the drop-down arrow to select Red Clay Consolidated School District.

Access Code: Enter the Access Code provided.

Student Birthdate:

- Guardians: Enter the date of birth for one student currently attending a Red Clay School.
- Students: Enter your date of birth.

Sign In: Click this button to move to the next step.

Welcome to **Home Access Center** Home Access Center allows parents and students to view student registration, scheduling, attendance, assignment, and grade information. Home Access Center is available for the districts listed in the dropdown to the right. Please make sure to select the correct district when logging in to Home Access Center V4x Select a District Red Clay Consolidated School District Access Code **Enter the Access Code Provided** Student Birthdate Enter the date of birth for one child currently participating in a Red Clay School Sign In

The My Account screen will appear.

Step 1: Change Password:

You will need to change your password. Keep in mind:

- Must be a minimum of 8 characters in length
- Passwords are case sensitive

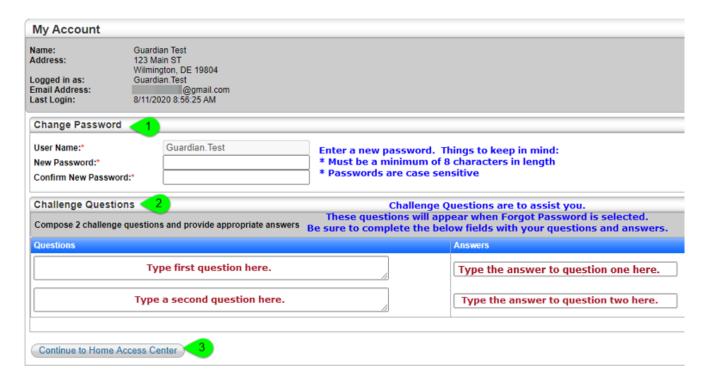
Step 2: Identify Challenge Questions

Identify two Challenge Questions and the answers to these questions.

Note: If Challenge questions and answers have already been determined, the answer field will display this message: An answer has been defined for this question. To change it, enter a new answer.

Challenge Questions are used when the Forgot My User Name or Password link is selected from the Welcome screen.

Step 3: Click Continue to Home Access Center button



You have now successfully changed your access code to a password. From this point forward when you open HAC or the Family Mobile Application you will follow the steps identified in this document under Login in with a Password.

If you should forget your user name or password you will follow the steps identified in this document under the Forgot My User Name or Password.

For questions please contact the school office.

Login with a Password

At this time you will be taken back to the Welcome screen to log in with your new password:

<u>Select a District</u>: Use the drop-down arrow to select Red Clay Consolidated School District.

User Name: Enter your user name.

Password: Enter your password.

*If you cannot remember your user name or password please follow the steps identified in this document under the Forgot My User Name or Password.

<u>Sign In</u>: Click this button to move to the next step.

Welcome to



Home Access Center allows parents and students to view student registration, scheduling, attendance, assignment, and grade information. Home Access Center is available for the districts listed in the dropdown to the right. Please make sure to select the correct district when logging in to Home Access Center V4x

Select a District Select Red Clay Consolidated School District



Once in the application you can:

HAC Quick Tips				
Attendance Attendance	Displays a month-view of the student's attendance with detailed information on absence.	Grades Grades	Displays information from the student's most recent report card, interims, & test scores.	
Classes	Displays scores for the Gradebook assignments.	Registration Registration	Displays the student's basic demographic information, including date of birth, gender, grade, building, and transportation.	

Forgot My User Name or Password

Welcome to



Home Access Center allows parents and students to view student registration, scheduling, attendance, assignment, and grade information. Home Access Center is available for the districts listed in the dropdown to the right. Please make sure to select the correct district when logging in to Home Access Center V4x

Can't remember your user name or password. Click the "Forgot My User Name or Password" link.



When this link is selected you will be prompted for the following information:

<u>Select a District</u>: Use the drop-down arrow to select Red Clay Consolidated School District.

<u>Enter User Name or Password:</u> Select the radio button for either your user name or an email address. Identify the information for the selection.

Submit: Click the Submit button.



You will be sent an email to the email address on file at the school. In the email will be a link. Once the link is selected you will be prompted with a Challenge Question you previously created. Identify the answer to gain access to HAC and update your password.

Note: Guardians, if you do not get an email, contact your child's school to update your email address on file.