

ParentLink Training Agenda- Parents

I. Overview and introductions

II. Logging in and updating My Account

- a. Change user name and password
- b. Add cell phone to My Account
- c. Demo adding numbers, email, text accounts, etc.
- d. Demo setting a phone number schedule
- e. Demo access to child's attendance records
- f. Demo how to look up old messages

III. Help section on ParentLink site

IV. Questions / Finishing up

**** Important Note: Adding information to your ParentLink account DOES NOT update the primary (legal) LRSD records for parents and students at the Student Registration Office. You MUST contact your child's school to update your main phone number and your mailing address. ****