

Setting up Student ProgressBook Accounts

1. Go to <https://dashboard.dublinschools.net>

STUDENTS

Click on the **Student Dashboard** icon
or the **Students** tab



2. Log in using your directory information:

Username: gradyearlastname_firstname

Password: (computer login password)

LOGIN

Use your school Directory username and password.
Student usernames follow the pattern:
##lastname_firstname
Passwords are case sensitive.

Username: 22lastname_firstname

Password:

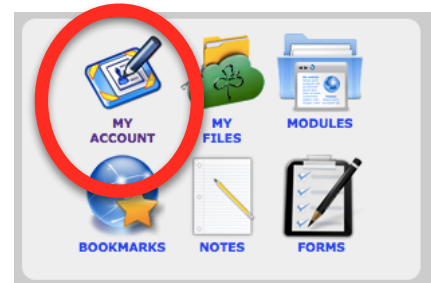
LOGIN

3. Click on "My Account"

Tip

- While in the My Account area, check the spelling of your "official" first and last name.

You will need to enter this information
later in the account set up process.



4. If you don't already have an account, you will see the Student Registration Key at the bottom.

Tip

- Write this down or highlight and copy it by going to "Edit" and down to "Copy" or by using Command + C.

PROGRESSBOOK - NEW ACCOUNT INFORMATION


To create your account, you will need to write down or copy the **Registration Key** that is displayed at the bottom of this page. You can visit the [ProgressBook Help Page](#) for answers to some Frequently Asked Questions.

NAME	Student Registration Key	Registration Site
██████████	KY8MRP75FFY	https://parentaccess.mecdc.org

5. Click on the link to enter the Registration Site link.

6. When this window opens, click on “Sign Up”.

Dublin Help

 ***ProgressBook will be down for an update November 4th starting at 7:00 pm.**
Dublin City Schools

ProgressBook Registration keys will be published on the [Parent Dashboard](#) by early September for new users to the district. Student schedules will be available once school starts. If you created an account during the 2013-14 school year that account is still active.

***Please note: Microsoft Internet Explorer 10 or higher does not work with ProgressBook. Please use Chrome or Firefox instead.**

Click here to download [Google Chrome](#) or here to download [Firefox](#).

SOFTWARE ANSWERS
ProgressBook

Sign In

Enter your login Information

User name:

Password:

Remember me

Can't access your account?
 Not your district?

Sign Up

No to ProgressBook? You will need to create an account and enter a registration key provided by your school district.

7. Then, click on “I am a student”.

Dublin

Sign Up

Select the type of account you would like to create:

Add Another Child to Your Parent Account
A parent account can have multiple children linked to it. Use this option to add another child to your existing account.

New Parent Account
A parent account provides you access to view your children's progress, assignments, attendance, etc. Use this option to create your account.

New Student Account
A student account provides students access to view information about their classes such as homework, graded assignments, etc. Use this option to create a student account.

8. Fill out your information.

Tips

- Make sure to use your official first and last name. It needs to match the one in the “My Account” area of the Student Dashboard.
- Watch the date format when filling in the Date of Birth.
- Email is **optional**.
Leave blank if you have any problems creating your account.
- Email must be unique to you.
- You can use your student google email.

Sign Up

Create a student account

1 Student Information

First Name:

Last Name:

Date of Birth:

Email address is not required. If provided, it will only be used for password reset requests.

Email:

Re-enter Email:

GRDYRlastname_firstname@dublinstudents.net
Example: 22smith_jonathan@dublinstudents.net

9. Type/paste in the Registration Key.

10. Create a User Name.

between 8-50 characters
must have at least one letter and number
no spaces or special characters

11. Create a Password.

between 6-50 characters
letters and numbers only
no spaces or special characters

2 Account Information

Registration Key:

User name:

Password:

Re-enter Password:

or

12. Click Register.

13. Registration was successful message.

14. Log in to your new account.

Dublin

Account creation was successful.

[Log in to your new account](#)

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