

Independent School District 112 Infinite Campus Initial Login Guide

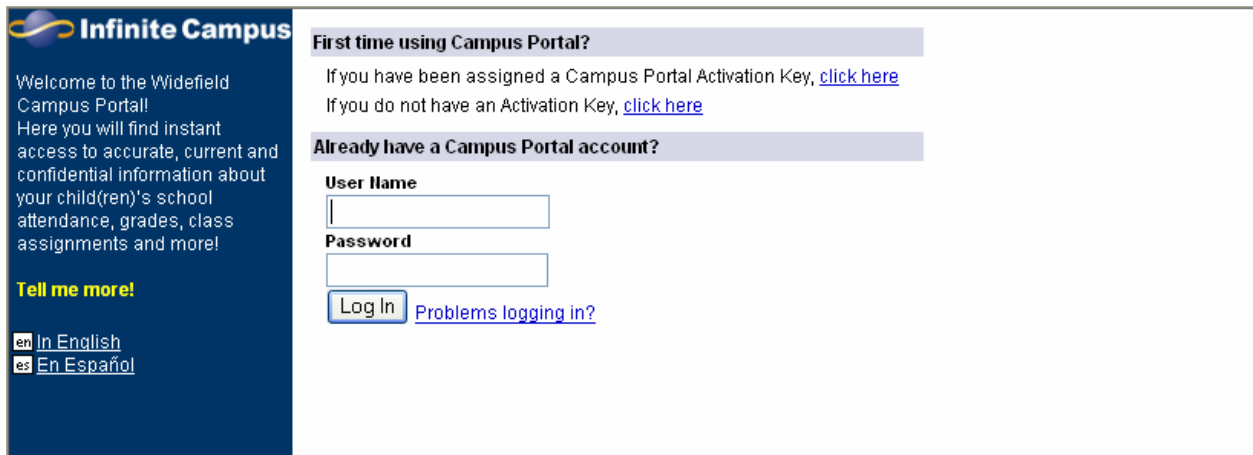
Welcome to the District 112's Campus Parent Portal. With this connection to the District, you will be able to monitor your student's educational progress. The portal will provide you access to current information on attendance, schedule, and your student's grades. This guide was developed to assist you with creating the parent login and to show the basic navigation of the site.

Access You may access the portal from any computer with internet connectivity and an up to date browser. We recommend Microsoft *Internet Explorer 5.5* or higher for PC's and Mozilla Firefox or Safari for Macintosh computers. We recommend Windows 2000 or higher and Macintosh OS X for best results. You will also need Adobe Reader software installed on your computer. Links to all of the browser programs and Acrobat Reader can be found at the end of this document.

Site Address To access the portal, start your internet browser software and enter the following address: [HTTP://parentportal.district112.org](http://parentportal.district112.org)

Note: *The address must be entered exactly as shown. There is no www at the beginning of the address.*

The screen below will now appear in your browser.



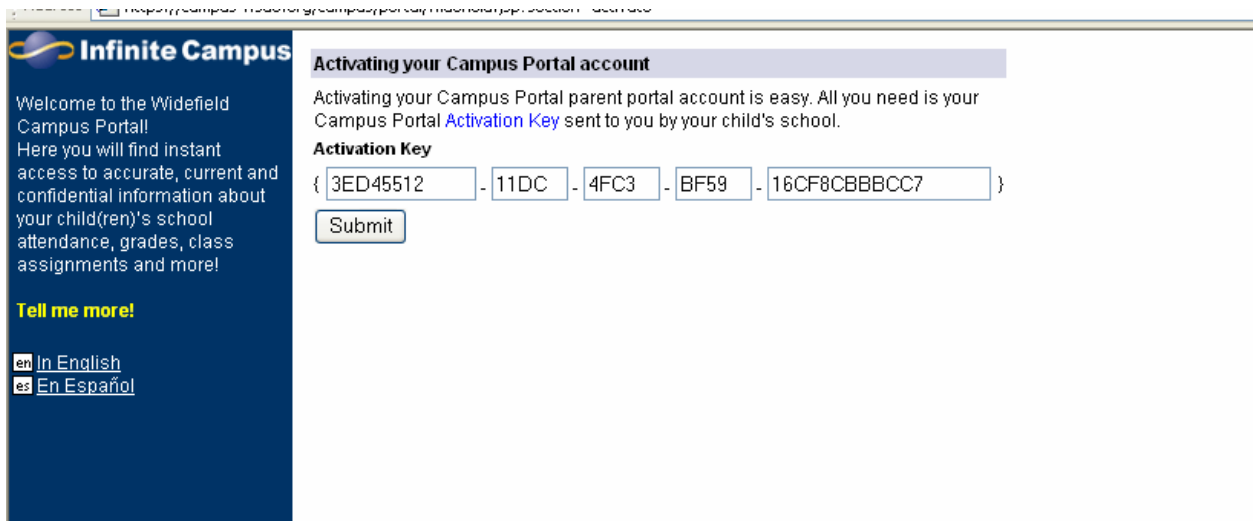
The screenshot shows the Infinite Campus Parent Portal login interface. On the left is a dark blue sidebar with the Infinite Campus logo and text: "Welcome to the Widefield Campus Portal! Here you will find instant access to accurate, current and confidential information about your child(ren)'s school attendance, grades, class assignments and more!" Below this is a "Tell me more!" link and language options: "en In English" and "es En Español". The main content area has a light blue header with the question "First time using Campus Portal?". Below this, it says "If you have been assigned a Campus Portal Activation Key, [click here](#)" and "If you do not have an Activation Key, [click here](#)". A second light blue header asks "Already have a Campus Portal account?". Underneath are fields for "User Name" and "Password", followed by a "Log In" button and a link for "Problems logging in?".

Security of your child's information is of a paramount importance to ISD112. The District reserves the right to change passwords to protect student data.

Creating Your User Account

In order to use the portal you must have a user name and password. The first time you access the portal you will need create your unique user name and password. To accomplish this process you will need to have received your Activation Key. To begin creating your account you will click on the “click here” link that is at the end of the ”If you have been assigned a Campus Portal Activation Key” statement. This will bring you to the screen seen below.

You will need to enter in the Activation Key sent to you by the district. This must be entered EXACTLY as it is on the letter or email that was sent to you. When you have finished, click on the “Submit” button.



Infinite Campus

Welcome to the Widefield Campus Portal!
Here you will find instant access to accurate, current and confidential information about your child(ren)'s school attendance, grades, class assignments and more!

Tell me more!

[en In English](#)
[es En Español](#)

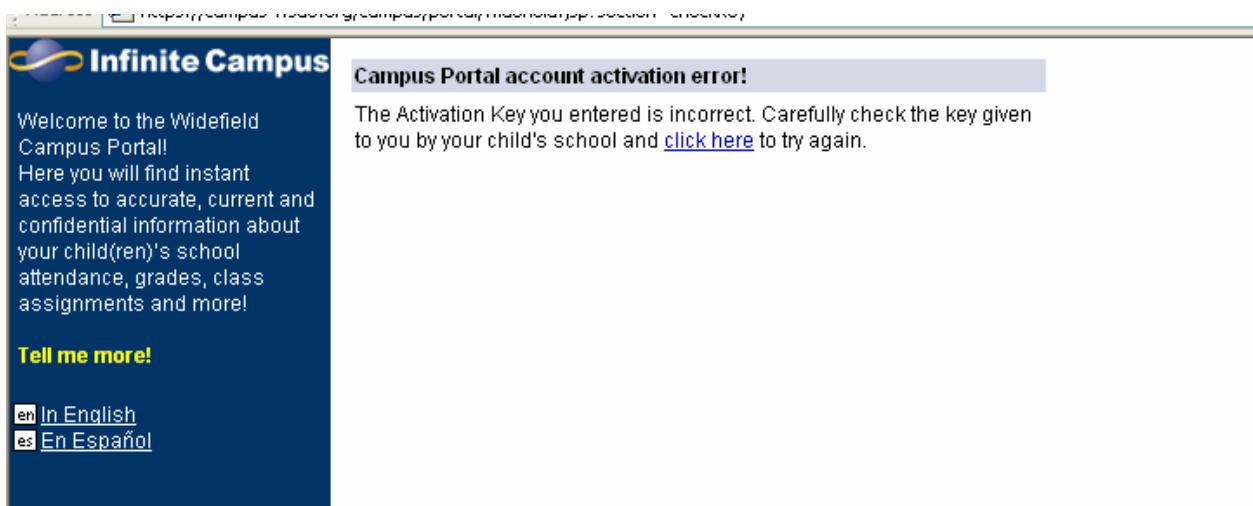
Activating your Campus Portal account

Activating your Campus Portal parent portal account is easy. All you need is your Campus Portal **Activation Key** sent to you by your child's school.

Activation Key

{ 3ED45512 - 11DC - 4FC3 - BF59 - 16CF8CBBBCC7 }

If you make a mistake when entering the key, you will get a screen like the one below. If this occurs, please try again.



Infinite Campus

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Tell me more!

[en In English](#)
[es En Español](#)

Campus Portal account activation error!

The Activation Key you entered is incorrect. Carefully check the key given to you by your child's school and [click here](#) to try again.

Once your activation key has been accepted you will be brought to the following screen:

Infinite Campus

Welcome to the Widefield Campus Portal!
Here you will find instant access to accurate, current and confidential information about your child(ren)'s school attendance, grades, class assignments and more!

[Tell me more!](#)

[en In English](#)
[es En Español](#)

Campus Portal account creation successful!

Welcome **Mary Public**, you are now ready to create your Campus Portal account. You must enter a user name and password that you will use to access Campus Portal in the future.

User Name

Password

Verify Password

Create a user name and password. We would like everyone to use their first name followed by their last name with no commas or spaces to be the user name. This will help us locate you more easily if there is ever a problem. Passwords must be a minimum of 8 characters and contain at least one letter, one number and one symbol (#, \$, %).

Infinite Campus

Welcome to the Widefield Campus Portal!
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[Tell me more!](#)

[en In English](#)
[es En Español](#)

Campus Portal account creation successful!


Welcome **Mary Public**, you are now ready to create your Campus Portal account. You must enter a user name and password that you will use to access Campus Portal in the future.

User Name

Password

Verify Password

Once you have entered this information you will click the 'Create Account' button to complete the registration. Please be sure to keep a copy for your records. You should see the following:



Welcome to the Widefield Campus Portal!
Here you will find instant access to accurate, current and confidential information about your child(ren)'s school attendance, grades, class assignments and more!

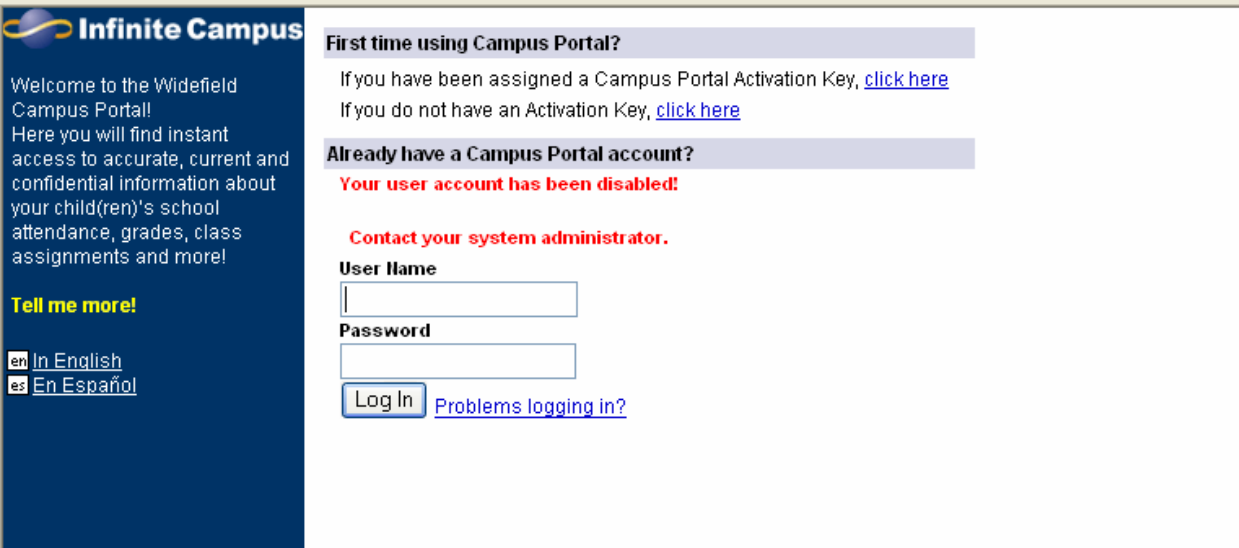
Tell me more!

[en In English](#)
[es En Español](#)

Campus Portal account creation

Congratulations! You have successfully created your Campus Portal account. [Click here](#) to enter Campus Portal login page.

Now that you have created your account, from this point forward point forward, you will use the name and password you have created for access to the portal. **Please Note:** The portal keeps track of login attempts and times. If you forget your password or enter it incorrectly 3 times, your account will be disabled and you will see the following screen:



First time using Campus Portal?
If you have been assigned a Campus Portal Activation Key, [click here](#)
If you do not have an Activation Key, [click here](#)

Already have a Campus Portal account?
Your user account has been disabled!
Contact your system administrator.

User Name

Password

[Problems logging in?](#)

Once you have successfully logged in, you will see a screen which looks like this:

