



## **FOCUS Parent Portal Directions**

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1. Go to <https://focus.manateeschools.net/auth/> (FOCUS parent portal link is above).
2. Choose from the options listed (new account or add to an existing account).
3. Input your name as it appears on your Driver's License.
4. Next, enter your email address.
5. Choose a password.
6. Re-enter the password.
7. Enter your child's student number (ask your child their 10 digit number starting with 41...).
8. Enter your child's date of birth.
9. Choose from the options (add another child or finished please create my account).
10. Once your account is set up, Mrs. Knopf will verify the account and then you will be able to access your child's information. This can take up to 72 hours to verify.