FCPS 24-7 Parent View
Creating a Parent Account

Parents can now create their own log in for FCPS 24-7 or Blackboard. At the end of this process, parents will have an account that they can use to access all of their children's active classes in FCPS 24-7.

1. Open Internet Explorer.

2. Go to http://fcps.blackboard.com

3. Login using the following information:
   • username: parentreg
   • password: newuser

4. Click Login. This will give you access to the FCPS 24-7 Parent Portal Registration Module.

5. Click on the Click here link in the Parent Portal Registration.

6. Fill out the Basic parent Information section of the registration module. Note: The name and address data must match the information in the school’s Student Information database. Click Submit.

7. The parent information will automatically be filled in on the next screen:

- Parent/Guardian Information
  - Your First Name is James
  - Your Middle Name is
  - Your Last Name is Post
  - Your Address is 9701 Braddock Rd
    Fairfax
    VA
    22032
  - Your Email is Jamesdad@mail.com

Use parentreg as the username.
Use newuser as the password.
8. Provide information about your child. Scroll down to Section 3, to add children. Fill out this information exactly as it appears on your child’s class schedule or report card.

- To add another child, click the **Add Child** button and go back to step 8.
- To continue the registration process, click the **Submit** button.
- To cancel the registration process, click the **Cancel** button.

9. Click **Submit**. You will get a confirmation of your registration including a unique key. Print this key (or write it down on a piece of paper) and take it along with photo ID to one of your children’s schools. (This should be completed within 30 days.)