



Parent Portal FAQs

1. What is *BCPS One*?

BCPS One is a key initiative that will provide a fully integrated system that brings together all of the district's programs and initiatives around student data, assessments, curriculum, instruction, reporting and analysis into a single user-friendly platform. Through *BCPS One*, educators are also able to communicate classroom level information to students and parents.

2. How do I get access the parent portal of *BCPS One*?

You must first create a myBCPS account and add a student. You will need the parent verification code to complete this process. There are two parts to this process:

Part 1: Create a myBCPS account (one time only)

- a. Go to bcpsone.bcps.org.
- b. Click the "Create a Parent Account" link.
- c. Complete all of the fields on the form and then click the "Create Account" button. An Account Activation Code will be sent to the e-mail address you entered in the form.
- d. Check your e-mail for the Account Activation Code.
- e. Click the link in the e-mail to activate your myBCPS account.
- f. Enter your e-mail address in the e-mail address field.
- g. Enter the Security Code in the "Security Code" field.
- h. Click the "Verify Account" button to activate your account.
- i. Login to your activated myBCPS account and proceed to Part 2.

Part 2: Add a student to your activated myBCPS Account (repeat for each child)

- j. Upon successfully logging in with your myBCPS account, click the "Add A Student" button.
- k. Enter your parent verification code, your student's date of birth and click "Submit."
- l. Click the link to sign into BCPS One.

3. I'm a BCPS employee and a parent/guardian. How would I gain access to my student's information in addition to my BCPS materials?

Use your BCPS credentials to login into <https://www.bcps.org/apps/myBCPS>. From your profile page, you may add your student (see part 2 above).





4. Where do I find the parent verification code?

Schools distributed a printout at the beginning of the school year containing the parent verification code and instructions on how to register. Please contact your student's school if you are missing the parent verification code.

5. I am having trouble seeing my student's information.

Please check the following:

- Did you activate the account by entering the account activation code that was sent to your email address?
- Did you add your student by entering the parent verification code?
- Has the parent verification code expired?

After reviewing the above questions and confirming that the correct date of birth and parent verification code you entered is accurate, contact your student's school to resolve the issue.

6. I am registered and have added a student but I cannot see my student's grades.

Grades are made available as teachers post grades. For more information about your school's grade posting guidelines, contact your school.

7. I successfully logged into BCPS One previously but now I am receiving an error message. How can I resolve this issue?

This error is usually the result of a browser issue that occurs when you do not log out of the BCPS One. Please be sure to use the log off link in the upper right corner of the BCPS One website each time you access the site. To reset your access now, please follow this link, <https://www.bcps.org/apps/myBCPS/logoff.aspx>. It should clean up any bad session information and get your browser working properly again.

8. How frequently can I expect to see grades posted for my child?

Every class is unique, therefore please contact your child's teacher directly for information on their grading practices.

9. How do I create a new email account to access BCPS One?

You can create a free email account through various tools including Google, Yahoo, or Microsoft. To create a gmail account go to https://support.google.com/mail/answer/56256?hl=en&ref_topic=3394221.

10. I would like some more information about BCPS One.

Check the BCPS One informational website, <http://www.bcps.org/bcpsone>, for video tutorials and information on parent workshops.

