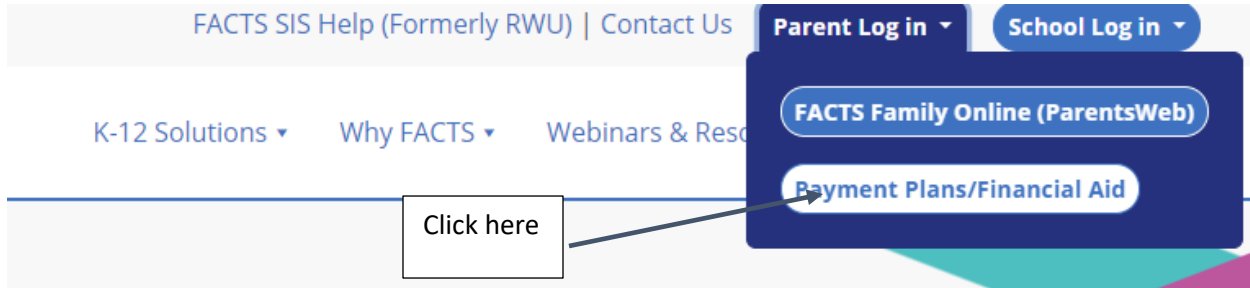


Logging Parents Into FACTS Family Online For the First Time

1. Browse to <https://factsmgt.com/parents>
2. Click on Parent Log In -> FACTS Family Online in the upper right corner.



3. Click on Create New ParentsWeb Account.



RenWeb ParentsWeb Login

District Code:

User Name:

Password (case-sensitive):

[Forgot User Name/Password?](#)

Parent

Student

Staff

Click here

[Create New ParentsWeb Account](#)

4. Enter **bjs-fl** in the district code box.
5. Enter the email address you registered with.
6. Click on create account.

7. You will receive a message telling you that an email has been sent to you. Go login into the email address you registered with and find the automatically generated email from FACTS.
8. Click on the link in the email sent to you by FACTS. This will direct you to a new window where you must create a username and password.

Change/Create Password

Name	Person ID	Username	Password	Confirm	
Already filled in					Save Username and/or Password

9. Create a username and password. Make sure to confirm the password by typing it a second time into the confirm box. (Note: passwords must be at least 6 characters and include a number)
10. Click Save User Name and/or Password. If you get a green message confirming your username and password, you are good to go!
11. Navigate back to <https://factsmgt.com/parents> and click Parent Log In -> FACTS Family Online (Parentsweb).
12. Fill in the username and password that you just created with the district code **bjs-fl**. Make sure to choose Parent under the type of account logging in.

Parent	Student	Staff
Login		

Choose this one.