

Parents and Students Activating Their Edline Account and Accessing Progress Reports

Activating your Edline Account

If you need help at any time while setting up your account, click the "Help" button at the top of the web page.

1. Go to the Person County Schools home page by entering www.person.k12.nc.us in your browser's address bar.
2. Click on the Our Schools in the red link bar and select your child's school.
3. When you are at the homepage of your child's school, click on the **Sign In** button on the silver bar at the top of the page. Then click on the **New to Edline? Sign Up link**.
4. Enter your activation code into the "Activation Code" field and click the "Enter" button. **You can get your activation code from your child's teacher.**
5. Follow the on screen instructions and options available for setting up your account.
6. Once you have completed the activation stage, you can now access your child's grades from any computer with Internet access.

Once your account is setup, now do the following to access your grades/your child's grades

1. Go to the homepage of your child's school.
2. Click on the **Sign In** button in the silver bar at the top of the page. Login using your new username and password.
3. At the school's homepage, Go to **My Edline >My Contents > Private Reports**.
 - In the **Private reports window**, **pull down and select your child's name**. If you have multiple students in Edline, you will see both names listed here.
 - At the following page you will have the option to **select the class you want to view your child's grades**.