



Rosedale Baptist School

A MINISTRY OF ROSEDALE BAPTIST CHURCH

Accessing Family Portal

FACTS Management gives you, the busy parent, an opportunity to get more involved in your child's academic progress and future success – all via the Internet!

FACTS Family Portal is a private and secure parents' portal that will allow parents to view academic information specific to their children while protecting their children's information from others. You may view your child's grades, attendance, homework, and lesson plans as well as other useful school information. You can also communicate with teachers and other school staff online whenever necessary.

Here's how to access our easy-to-use **Family Portal**:

- In Chrome, Firefox, Safari, or Internet Explorer, go to www.factsmgmt.com and click **Parent Login**, then select **FACTS Family Portal (ParentsWeb)**.
- Type the school's **District Code** → rd-md
- Click **Create New Family Portal Account**.
- Type your email address and click **Create Account**. An email will be sent, which will include a link to create your login. The link is active for 6 hours.
- From the email, click the link to create your Family Portal (ParentsWeb) login.
- A web browser displays your **Name** and FACTS SIS **Person ID**.
- Type a **Username**, a **Password**, and then **Confirm** the password.

Change/Create Password				
Name	Person ID	User Name	Password	Confirm
Callie Johnston	11519	<input type="text" value="johnston"/>	<input type="password" value="*****"/>	<input type="password" value="*****"/>
				<input type="button" value="Save User Name and/or Password"/>

- Click **Save User Name and/or Password**.
A message will display at the top of the browser: **"User Name/Password successfully updated."**

User Name/Password successfully updated.				
Change/Create Password				
Name	Person ID	User Name	Password	Confirm
Callie Johnston	11519	<input type="text" value="johnston"/>	<input type="password" value="*****"/>	<input type="password"/>
				<input type="button" value="Save User Name and/or Password"/>

- You may now log in to Family Portal using your new username and password.
- Family Portal allows you to access:
 - Student attendance and daily grades
 - Progress reports and report cards
 - Lesson plans and homework

