



Focus is the software program Lee County uses for purposes of scheduling, attendance and grade reporting. Lee County's *Focus Parent Portal* provides parents/guardians a real-time view of their child's assignment grades, attendance information, as well as current averages in all classes. For the protection of your child's confidential information, we have created the following secure procedures for parents/guardians to register for a *Focus Parent Portal* account online.

TO REGISTER FOR A FOCUS PARENT PORTAL ACCOUNT, YOU WILL NEED:

- **Your Email address** - The email address used to create your *Focus Portal Account* should be the one you have on file at your child's school. If you do not have an email account, you can create one for free at www.gmail.com. Be sure to provide your new/updated email address to your child's school so they can update your emergency contact information in the district's official system of record.
- **Your child's Student ID**
- **Your child's Date of Birth**

Setting up a Focus Parent Portal Account

(Google Chrome is the preferred browser)

1. Access the *Focus Parent Portal* registration screen at <http://focus.leeschools.net>.
2. Under ATTENTION PARENTS, select "**Click here to create Focus Parent Portal Account**" to open the registration screen for the *Focus Parent Portal*.

Username

Password

[Parents: Forgot Password?](#)

Log In

ATTENTION STUDENTS

To access the *Focus Student Portal*:


1. Enter your District Email Address in the USERNAME field (e.g., SJ12345@students.leeschools.net).
2. Press TAB to be transferred to the District's Single Sign-On page.
3. Enter your District Network ID (e.g., SJ12345) and password on the District's Single Sign-On page.
4. Click SIGN-IN.

ATTENTION PARENTS

[Click here to create a Focus Parent Portal Account](#)
[Click here to add a child to an existing Focus Parent Portal account](#)
[Click here if you forgot your Focus Parent Portal password](#)



To create a *Focus Parent Portal* account, parents/guardians have two options available to them, both of which are explained on the registration screen (shown below).



Welcome to the School District of Lee County Focus Parent Portal registration screen. This portal provides parents/guardians a real-time view of their child's grades and assignments. For the protection of your child's confidential information, we have created the following secure procedures for parents/guardians to register for a Focus Parent Portal account online.

TO REGISTER FOR A FOCUS PARENT PORTAL ACCOUNT, YOU WILL NEED:

Your Email address - The email address used to create your Focus Portal Account should be the one you have on file at your child's school. If you do not have an email account, you can create one for free at www.gmail.com. Be sure to provide your new/updated email address to your child's school so they can update your emergency contact information in the district's official system of record.

Your child's Student ID

Your child's Date of Birth

To create a Focus Parent Portal Account, parents/guardians have two options to register online:

OPTION 1: ONLINE REGISTRATION & AUTOMATIC ACTIVATION:

If you can provide your current email address on file with the district, your child's Student ID, Date of Birth, and the last 4-digits of your child's Social Security Number (if their SSN is on file with the district), you can register and activate your Focus Parent Portal account online by clicking the CREATE MY ACCOUNT link below. Providing this information during the registration process will allow the system to automatically verify your Focus Parent Portal account and give you with immediate access to your student's information.

OPTION 2: ONLINE REGISTRATION AT HOME & SCHOOL ACTIVATION

If you can provide your current email address on file with the district, your child's Student ID and Date of Birth, but do not know (or do not want to provide) the last 4-digits of your child's Social Security Number (or their SSN is not on file with the district), you can register for a Focus Parent Portal account online by clicking the CREATE MY ACCOUNT link below; however you will not have immediate access to your student's information. Instead, once you've registered, your child's school will verify your request and activate your account within 1-2 business days. At that time, you will be provided access to your child's confidential information via the Focus Parent Portal.

DO YOU HAVE MORE THAN ONE STUDENT IN THE DISTRICT?

Regardless of the number of students enrolled in the District, you only need to create one Focus Parent Portal account. If you have multiple children in the District, you can add additional students to your existing account by clicking the ADD A CHILD link below. Your child's school will verify your request and activate your account within 1-2 business days. At that time, you will be provided access to your child's confidential information via the Focus Parent Portal.

QUESTIONS?

If you need assistance with your Focus Parent Portal account, please contact or visit your child's school.

[CREATE ACCOUNT](#)

[I have an Account Registered on the Parent Portal but would like to ADD A CHILD](#)

[I have Forgotten My Password and would like to generate a new one](#)

OPTION 1: ONLINE REGISTRATION & AUTOMATIC ACTIVATION

If you can provide your current email address on file with the district, your child's Student ID, Date of Birth, **AND** your child's Social Security Number (SSN) is on file with the district (and you are willing to provide the last 4-digits of their SSN), you will be able to **register** and **activate** your *Focus Parent Portal* account by clicking the CREATE MY ACCOUNT link at the bottom of the registration screen. Providing this information during the registration process will allow the system to automatically verify your *Focus Parent Portal* account and give you with immediate access to your student's information.

If your child's SSN is not on file with the district, Option 2 must be used to request access to your child's information.



OPTION 2: ONLINE REGISTRATION AT HOME & SCHOOL ACTIVATION

If you can provide your current email address on file with the district, your child's Student ID and Date of Birth, **AND** your child's SSN is not on file with the district (or you do not know or are not willing to provide the last 4-digits of your child's SSN), you will be able to **register** for a *Focus Parent Portal* account by clicking the CREATE MY ACCOUNT link at the bottom of the registration screen. However, you **will not** be provided access to your student's information until your child's school has verified your request, which occurs within 1-2 business days of receiving your request. Once verified, you will have access to your child's confidential information via the *Focus Parent Portal*.

3. Once you have the information you need for either **Option 1** or **Option 2**, click "**CREATE ACCOUNT**" at the bottom of the registration screen.
4. Enter all required fields on the next screen and click "**SUBMIT**"
NOTE: The email address used to create your *Focus Portal Account* should be the one you have on file at your child's school. If you do not have an email account, you can create one for free at www.gmail.com. Be sure to provide your new/updated email address to your child's school so they can update your emergency contact information in the district's official system of record.

FOCUS

Please enter your name exactly as it appears on your driver's license as well as a valid email address:

First Name: (Required)

Middle Name: (Optional)

Last Name: (Required)

Email Address: (Required)

**** Lee County School District Employees should not use their district email address when creating a Parent Account. ****

5. Enter the 8-digit **Student ID** and **Birthday** of the child for whom you're requesting access.

Please enter your child's information:

Last 4 Digits of Social Security Number: (If your child does not have a SSN on file, or you do not want to provide it now, you will not have immediate access to your student's information. Instead, please allow 1-2 business days for your child's school to verify your request and provide you access.)

Student ID: (Required)

Student's Birthday: January 1 2016 (Required)



6. If your child's Social Security Number (SSN) is on file with the District, you may enter the last 4-digits of their SSN in the field provided. Providing this information during the registration process will allow the system to automatically verify your *Focus Parent Portal* account and give you with immediate access to your student's information. **(OPTION 1)**

If your child's SSN is **NOT** on file with the District, or you do not know it or want to provide it, simply leave the SSN field blank. Your account will be created, but you will not be provided access to your student's information until your child's school has verified your request, which occurs within 1-2 business days of receiving your request. Once verified, you will have access to your child's confidential information via the *Focus Parent Portal*. **(OPTION 2)**

Once all information has been entered, click **"Add Student"** at the bottom of the screen.

Please enter your child's information:

Last 4 Digits of Social Security Number: (If your child does not have a SSN on file, or you do not want to provide it now, you will not have immediate access to your student's information. Instead, please allow 1-2 business days for your child's school to verify your request and provide you access.)

Student ID: (Required)

Student's Birthday: January 1 2016 (Required)

7. If you receive the error message below after when you click **"Add Student"**, you've either made a mistake while entering your child's information OR you entered the last 4-digits of your child's SSN; however, your child does not have a SSN on file with the District. In that case, simply leave the SSN field blank and try to **"Add Student"** again.

Please enter your child's information:

The student you requested could not be found.

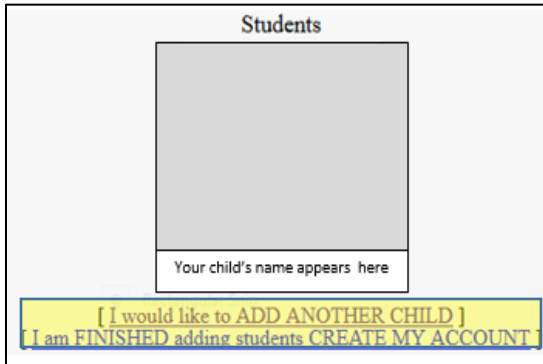
Last 4 Digits of Social Security Number: (If your child does not have a SSN on file, or you do not want to provide it now, you will not have immediate access to your student's information. Instead, please allow 1-2 business days for your child's school to verify your request and provide you access.)

Student ID: (Required)

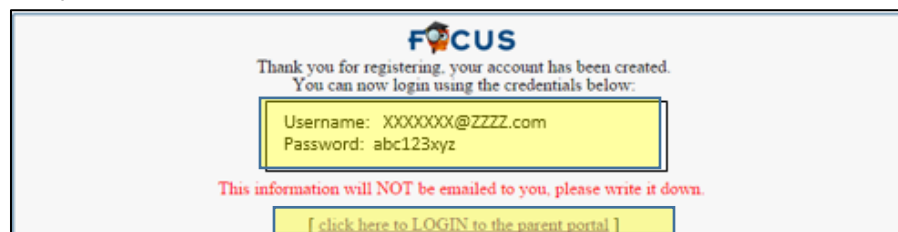
Student's Birthday: (Required)



8. Regardless of the number of students enrolled in the District, you only need to create one *Focus Parent Portal* account. If you have multiple children in the District, you can add additional students to your account by clicking the “**ADD ANOTHER CHILD**” link. If necessary, you can add additional children to your account at a later time using the “**Add a child to existing Focus Parent Portal account**” on the main Focus login screen.



9. When all children have been added, click “**I am FINISHED adding students CREATE MY ACCOUNT**”.
10. Write down your username & password, then click the “**Log in**” link beneath your username and password.



**** BE SURE TO WRITE DOWN YOUR USERNAME & PASSWORD!! ****

In the future, visit the *Focus Portal Page* at <http://focus.leeschools.net> to sign-in to your parent/guardian account and view your student’s information.



Forgot Your Focus Parent Portal Password?

1. Your "Username" is the complete email address that you provided when you registered. If you did not write down the password when you first signed up or you forgot your password select: **"Click here if you forgot your Focus Parent Portal password"** OR **"Parents: Forgot Password?"**

Username

Password

[Parents: Forgot Password?](#)

Log In

ATTENTION STUDENTS

To access the Focus Student Portal:

1. Enter your District Email Address in the USERNAME field (e.g., SJ12345@students.leeschools.net).
2. Press TAB to be transferred to the District's Single Sign-On page.
3. Enter your District Network ID (e.g., SJ12345) and password on the District's Single Sign-On page.
4. Click SIGN-IN.

ATTENTION PARENTS

Click here to create a Focus Parent Portal Account
Click here to add a child to an existing Focus Parent Portal account
[Click here if you forgot your Focus Parent Portal password](#)

2. Enter the email address you used to register your account.

FOCUS

Email Address: (Required)

Submit

3. Click **SUBMIT**.

FOCUS

An email has been sent to the email address you provided ([redacted]) with instructions on how to reset your password.

An email with the following message from *Focus/SIS Student Information Systems* will be sent to the email address you provided when you registered for account.

"If you have forgotten your Lee County Schools Parent Portal Password and requested a new one be generated for you please click the link below:"



4. Click the link provided to generate a new random password for you to access your account.
BE SURE TO WRITE THIS NEW PASSWORD DOWN!
5. Click **LOGIN to the parent portal** at the bottom of this screen and enter your username and new password to access your Focus Parent Portal account.
6. Once you log in, follow the steps for **"RESETTING YOUR PASSWORD"** to change your password.

Changing your Focus Parent Portal Password

1. Click **"My Information"** while logged into Focus

A screenshot of the Focus Parent Portal interface. The top navigation bar includes "My Child", "My Information" (highlighted in green), and "Assignments & Grades". Below this, a "Preferences" dropdown menu is open, showing "My Profile" and "Preferences" (highlighted in blue). Under "Preferences", there are two sub-tabs: "Display Options" and "Password" (highlighted in blue). The "Password" sub-tab contains three input fields: "Current Password", "New Password", and "Verify New Password".

2. Click **"Preferences"** under "My Information"

A screenshot of the Focus Parent Portal interface, similar to the previous one. The "My Information" tab is selected. The "Preferences" dropdown menu is open, and "Preferences" is highlighted in yellow. The "Password" sub-tab is still highlighted in blue.

3. Click **"Password"** on the tab that appears on the screen and enter requested information.

A screenshot of the Focus Parent Portal interface. The "My Information" tab is selected. The "Preferences" dropdown menu is open, and "Preferences" is highlighted in blue. The "Password" sub-tab is highlighted in green, and the "Current Password", "New Password", and "Verify New Password" input fields are visible.

4. Click **SAVE** on upper right of the screen to save the changes to your password.

Focus (Enfoque) es un nuevo programa de computadora que el Condado de Lee ha implementado en todo el distrito para la programación de clases, la asistencia y calificaciones. El programa ofrece a los padres la oportunidad de ver las calificaciones (notas) de las asignaciones, de ver la información sobre la asistencia de sus hijos, así como los promedios actuales en todas las clases del/la niño(a). Para proteger la información confidencial de su hijo(a), hemos creado los siguientes procedimientos para los padres/tutores cuando se registran en el programa Focus (Enfoque) en la internet.

Al momento de registrarse en una cuenta para el Portal de Padres Focus usted necesitará:

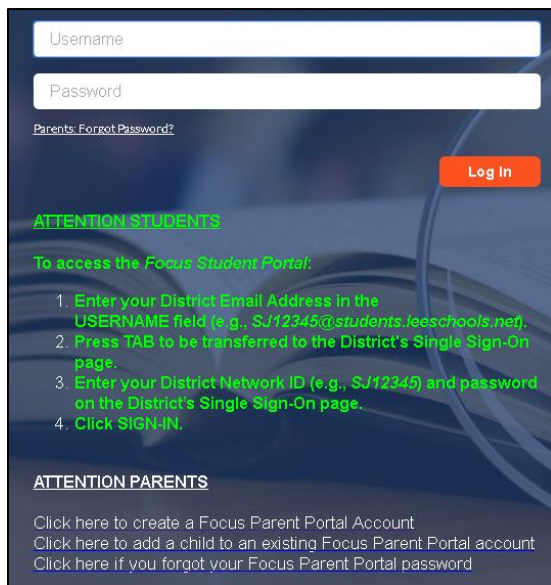
- **Su dirección de correo electrónico** – La dirección de correo electrónico utilizada en su cuenta del Portal de padres Focus debe ser la misma que usted tiene en los archivos de la escuela de su hijo(a). Si usted no tiene una cuenta de correo electrónico, puede crear una de manera gratuita en www.gmail.com . Asegúrese de proporcionar su nueva dirección de correo electrónico a la escuela de su hijo(a) para que actualicen su información de contacto de emergencia en el sistema oficial de registro de su hijo(a).
- **El número de estudiante de su hijo(a).**
- **La fecha de nacimiento de su hijo(a).**

Creando una Cuenta para Padres

(Google Chrome es el navegador preferido)

1. Acceda a la pantalla de registro del Portal de Padres Focus al <http://focus.leeschools.net>
2. Haga clic en enlace bajo **ATTENTION PARENTS** (ATENCIÓN PADRES) **“Click here to create Focus Parent Portal Account” (Haga clic aquí para crear cuenta para el Portal de Padres Focus.)**

****Debe saber el número de estudiante de su hijo(a)****



The screenshot shows a registration form with the following elements:

- Username input field
- Password input field
- Link: [Parents, Forgot Password?](#)
- Log In button
- ATTENTION STUDENTS** section with instructions:
 1. Enter your District Email Address in the USERNAME field (e.g., SJ12345@students.leeschools.net).
 2. Press TAB to be transferred to the District's Single Sign-On page.
 3. Enter your District Network ID (e.g., [SJ12345](#)) and password on the District's Single Sign-On page.
 4. Click SIGN-IN.
- ATTENTION PARENTS** section with links:
 - [Click here to create a Focus Parent Portal Account](#)
 - [Click here to add a child to an existing Focus Parent Portal account](#)
 - [Click here if you forgot your Focus Parent Portal password](#)



Para crear una cuenta en el Portal de Padres Focus, usted tiene dos opciones disponibles las cuales son explicadas en la pantalla de registro (mostrada abajo).

FOCUS

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If you can provide your current email address on file with the district, your child's Student ID and Date of Birth, but do not know (or do not want to provide) the last 4-digits of your child's Social Security Number (or their SSN is not on file with the district), you can register for a Focus Parent Portal account online by clicking the CREATE MY ACCOUNT link below; however you will not have immediate access to your student's information. Instead, once you've registered, your child's school will verify your request and activate your account within 1-2 business days. At that time, you will be provided access to your child's confidential information via the Focus Parent Portal.

DO YOU HAVE MORE THAN ONE STUDENT IN THE DISTRICT?

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QUESTIONS?

If you need assistance with your Focus Parent Portal account, please contact or visit your child's school.

[CREATE ACCOUNT](#)

[I have an Account Registered on the Parent Portal but would like to ADD A CHILD](#)

[I have Forgotten My Password and would like to generate a new one](#)

OPCIÓN 1: REGISTRO EN LÍNEA y ACTIVACIÓN AUTOMÁTICA

Si usted puede proporcionar su dirección de correo electrónico actual que está en los archivos del distrito, el número de estudiante, fecha de nacimiento y número de seguro social de su hijo(a) (SSN) que se encuentran archivadas en el distrito (si está dispuesto a proporcionar los últimos 4 dígitos del SSN del niño), usted podrá registrarse y activar su cuenta en el Portal de Padres Focus haciendo clic en el enlace Crear mi Cuenta en la parte inferior de la pantalla de registro. Proporcionar esta información durante el proceso de registro permitirá al sistema verificar automáticamente su cuenta en el Portal de Padres Focus y le dará acceso inmediato a la información de su hijo(a).

Si el número de seguro social de su hijo(a) no se encuentra archivada en el distrito, la opción 2 debe ser utilizada para solicitar el acceso a la información de su hijo(a).



OPCIÓN 2: REGISTRO EN LÍNEA EN CASA Y ESCUELA DE ACTIVACIÓN

Si usted puede proporcionar su dirección de correo electrónico actual que está en los archivos del distrito, el número de estudiante de su hijo(a) y fecha de nacimiento , y el número de seguro social de su hijo(a) no está en los archivos del distrito (o usted no están dispuestos a proporcionar la última 4- dígitos del número de seguro social de su hijo) , usted podrá registrarse para obtener una cuenta en el Portal de Padres Focus haciendo clic en el enlace Crear mi Cuenta en la parte inferior de la pantalla de registro . Sin embargo, no se le proporcionará el acceso a la información de su hijo(a) hasta que la escuela haya verificado su solicitud, la cual se produce dentro de 1-2 días después de recibir su solicitud. Una vez verificado, usted tendrá acceso a la información confidencial de su hijo a través del Portal de Padres Focus

- Una vez obtenga la información en la cualquiera de las opciones, (**Opción 1 o la Opción 2**) haga clic en **"CREATE ACCOUNT"** (CREAR CUENTA) en la parte inferior de la pantalla de registración.
- Provea toda la información requerida y haga clic en **"SUBMIT"** (enviar)

NOTA: La dirección de correo electrónico que usted usó para crear su cuenta del Portal de Padres Focus debe ser la misma que se encuentra archivada en los archivos del distrito de la escuela de su hijo(a). Si usted no tiene una dirección de correo electrónico, usted puede crear una gratis en la siguiente dirección: www.gmail.com . Asegúrese de proveer su nueva dirección de correo electrónico a la escuela de su hijo(a) para que ellos actualicen la información de contacto de emergencia en el sistema oficial de archivos del distrito.

A screenshot of the FOCUS registration form. The form is titled "FOCUS" and includes the instruction: "Please enter your name exactly as it appears on your driver's license as well as a valid email address:". Below this instruction are four input fields: "First Name:" (Required), "Middle Name:" (Optional), "Last Name:" (Required), and "Email Address:" (Required). A yellow "Submit" button is located at the bottom of the form.

***Los empleados del Distrito Escolar del Condado de Lee no deben usar sus direcciones de correo electrónico del distrito cuando están creando una cuenta de padres. ***



5. Escriba el número de estudiante de 8 dígitos y la fecha de nacimientos del niño(a) de quien usted está pidiendo información. Haga clic en "Add Student" (Agregar el Estudiante)

Please enter your child's information:

Last 4 Digits of Social Security Number: (If your child does not have a SSN on file, or you do not want to provide it now, you will not have immediate access to your student's information. Instead, please allow 1-2 business days for your child's school to verify your request and provide you access.)

Student ID: (Required)

Student's Birthday: January 1, 2016 (Required)

6. Si el número de seguro social de su hijo(a) está en los archivos del distrito, usted puede escribir los últimos 4 dígitos en el espacio provisto. Proveen esta información durante el proceso de registro permitirá que el sistema verifique automáticamente su cuenta del Portal de Padres Focus y le provea acceso inmediato a la información de su hijo(a). **(OPCIÓN 1)**

Si el número de seguro social de su hijo NO está en los archivos del distrito, o no lo sabe, o no lo quiere proveer, simplemente deje el espacio del seguro social en blanco. Su cuenta será creada, pero no se le proporcionará el acceso a la información de su hijo(a) hasta que la escuela de su hijo(a) haya verificado su solicitud, la cual se produce dentro de 1-2 días después de recibir su solicitud. Una vez verificado, usted tendrá acceso a la información confidencial de su hijo(a) a través del Portal de Padres Focus. **(OPCION 2)**

Una vez que se ha introducido toda la información, haga clic en " Add Student " en la parte inferior de la pantalla.

Please enter your child's information:

Last 4 Digits of Social Security Number: (If your child does not have a SSN on file, or you do not want to provide it now, you will not have immediate access to your student's information. Instead, please allow 1-2 business days for your child's school to verify your request and provide you access.)

Student ID: (Required)

Student's Birthday: January 1, 2016 (Required)



- Si recibe el mensaje de error indicado abajo después de hacer clic en " **Add Student** ", es posible que haya cometido un error al introducir la información de su hijo(a) o usted entró a los últimos 4 dígitos del número de seguro social de su hijo(a); sin embargo, su hijo no tiene un número de seguro social en los archivos del distrito. En ese caso, simplemente deje el espacio del seguro social en blanco y haga clic en " **Add Student** " nuevamente.

Please enter your child's information:

The student you requested could not be found.

Last 4 Digits of Social Security Number: (If your child does not have a SSN on file, or you do not want to provide it now, you will not have immediate access to your student's information. Instead, please allow 1-2 business days for your child's school to verify your request and provide you access.)

Student ID: (Required)

Student's Birthday: (Required)

- Independientemente del número de alumnos matriculados en el Distrito, usted sólo tiene que crear una cuenta en el Portal de Padres Focus. Si tiene varios niños en el Distrito, puede añadir sus hijos a su cuenta haciendo clic en el enlace " **ADD ANOTHER CHILD** " (Añadir otro niño). Si es necesario, puede añadir niños adicionales a su cuenta en un momento posterior utilizando el enlace " **Add a child to existing Focus Parent Portal account** " (Añadir un niño a los actuales de Focus Portal de Padres a la cuenta) en la pantalla principal de Focus al inicio de la sesión.

Students

Your child's name appears here

- Cuando haya añadido todos los niños haga clic en " **I am FINISHED adding students CREATE MY ACCOUNT** ".
- Escriba su nombre de usuario y la contraseña asignada y haga clic en el enlace " **Log in** " (" **Entrar** ").

Thank you for registering, your account has been created.
You can now login using the credentials below:

Username: XXXXXXX@ZZZZ.com
Password: abc123xyz

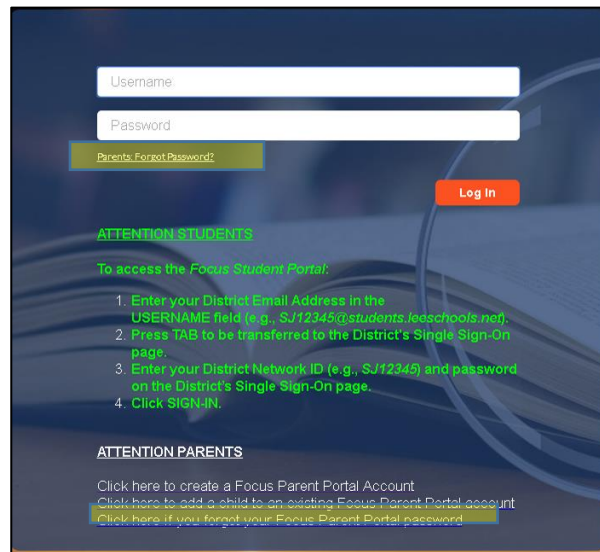
This information will NOT be emailed to you, please write it down.

Asegúrese de escribir su nombre de usuario y su contraseña y guárdelo en un lugar seguro.
En el futuro, visite el Portal de Padres Focus en el enlace <http://focus.leeschools.net> para iniciar sesión en su cuenta de padre/tutor y poder ver la información de su hijo(a).



Restableciendo su Contraseña

1. "Nombre de Usuario" es la dirección de correo electrónico completa que usted nos proporcionó cuando se registró. Si usted no anotó la contraseña la primera vez que se inscribió o si ha olvidado su contraseña, haga clic en "**Haga clic aquí si usted olvido su contraseña del Portal de Padres Focus**" o "**Parents: Forgot Password?**" (Padres: ¿Olvidó su contraseña?)



Username

Password

[Parents: Forgot Password?](#)

[Log In](#)

ATTENTION STUDENTS

To access the Focus Student Portal:

1. Enter your District Email Address in the USERNAME field (e.g., SJ12345@students.leeschools.net).
2. Press TAB to be transferred to the District's Single Sign-On page.
3. Enter your District Network ID (e.g., SJ12345) and password on the District's Single Sign-On page.
4. Click SIGN-IN.

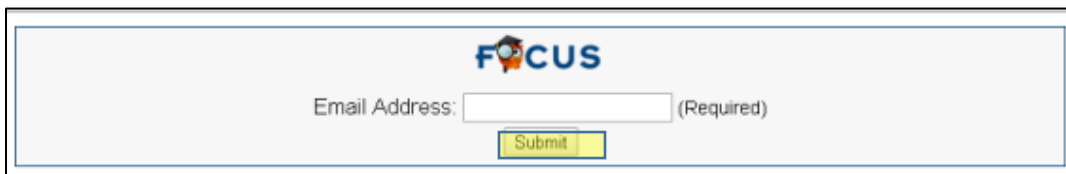
ATTENTION PARENTS

[Click here to create a Focus Parent Portal Account](#)

[Click here to add a child to an existing Focus Parent Portal account](#)

[Click here if you forgot your Focus Parent Portal password](#)

2. Escriba su dirección de correo electrónico que usted usó cuando creó su cuenta.



FOCUS

Email Address: (Required)

[Submit](#)

3. Haga clic en **SUMMIT** (enviar).



FOCUS

An email has been sent to the email address you provided ([redacted]) with instructions on how to reset your password.

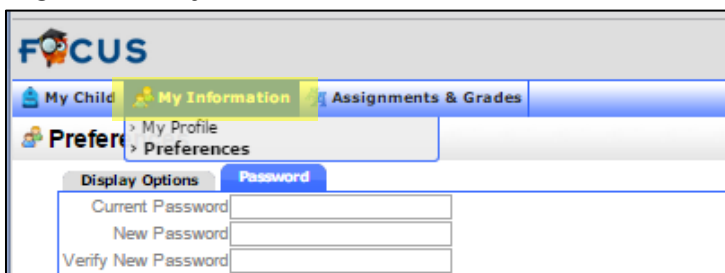
Una notificación con el siguiente mensaje, proveniente del Sistema de Información de Focus, le será enviado al correo electrónico que usted sometió cuando se registró en la cuenta de Focus:

"Si se le ha olvidado la contraseña del Portal de Padres de Focus de las escuelas del Condado de Lee y pidió que se le generara una nueva, por favor, haga clic en el enlace de abajo:"

- Haga clic en el enlace provisto para generar una nueva contraseña al azar y así pueda tener acceso a su cuenta.
ASEGÚRESE DE ESCRIBIR Y GUARDAR LA NUEVA CONTRASEÑA.
- Haga clic en **"LOGIN"** en el portal de padres en la parte inferior de la pantalla y escriba su nombre de usuario y su nueva contraseña para tener acceso a su cuenta del Portal de Padres Focus.
- Una vez tiene acceso, siga los pasos para cambiar su contraseña **"RESETTING YOUR PASSWORD"**.

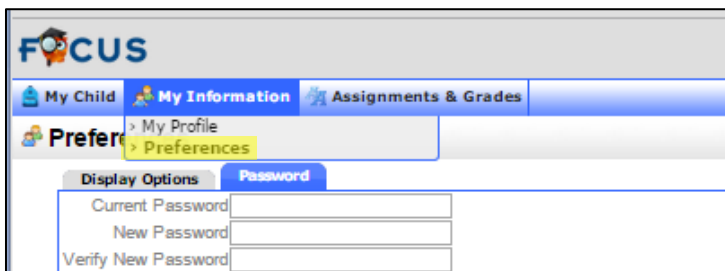
Cambiando su Contraseña

- Haga clic en **"My Information"** (Mi información) mientras está conectado a Focus



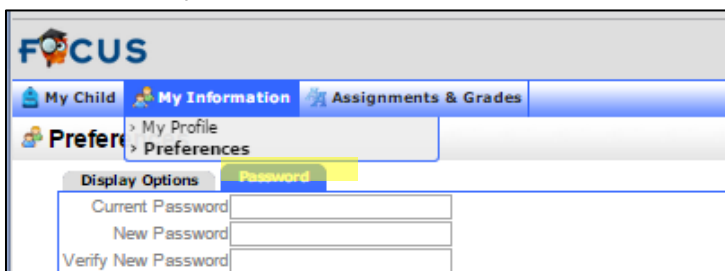
The screenshot shows the FOCUS portal interface. The 'My Information' menu item is highlighted in yellow. Below it, the 'Preferences' sub-menu is visible, with 'My Profile' and 'Preferences' options. The 'Password' tab is selected, showing fields for 'Current Password', 'New Password', and 'Verify New Password'.

- Haga clic en **"Preferences"** (Preferencias) bajo "My Information" (Mi Información)



The screenshot shows the FOCUS portal interface. The 'Preferences' sub-menu item is highlighted in yellow. Below it, the 'Password' tab is selected, showing fields for 'Current Password', 'New Password', and 'Verify New Password'.

- Haga clic en **"Password"** (Contraseña) en la etiqueta (tab) que aparece en la pantalla y entre la información requerida.



The screenshot shows the FOCUS portal interface. The 'Password' tab is highlighted in yellow. Below it, the fields for 'Current Password', 'New Password', and 'Verify New Password' are visible.

- Haga clic en **SAVE** (guardar) en la parte superior derecha de la pantalla para guardar los cambios hechos a su contraseña.



Focus se yon pwogram lojisyèl ki nouvo ke konte Lee aplike nan tout distri a pou rezon orè, prezans ak nòt ki pou rapote. Pwogram sa ki rele *Focus Parent Portal* ofri paran yon opòtinite pou gade klas, plasman epi yo ka wè enfòmasyon sou prezans pitit yo epi gade mwayèn aktyèl tout moun nan tout klas yo. . Pou pwoteksyon enfòmasyon konfidansyèl pitit ou, nou te kreye yon kont ki gin sekirite pou paran / gadyen ka anrejistre pou li ka resevwa yon Focus Parent Portal sou entènèt.

POU ENSKRI POU YON KONT FOCUS PARAN PORTAL, W AP BEZWEN:

- **Adrès Imèl ou** - Postal imel ke ou itilize pou kreye Kont Focus Parent Portal sa ta dwe menm ak sa ki nan dosye lekòl pitit ou a. Si ou pa gen yon kont imel, ou kapab kreye yon gratis nan www.gmail.com. Pa blie mete ajou nouvo / adrès imel ou epi bay lekòl pitit ou infomasyon sa pou yo ka mete ajou enfòmasyon kontak ijans nan dosye-li nan sistèm ofisyèl distri a.
- **ID elèv pitit ou a**
- **Dat nesans pitit ou**

Metè kanpe yon kont paran

(Google Chrome se navigatè ke nou pi pito)

1. Ou ka gen aksè ekran enskripsyon Focus Parent Portal yo sou <http://focus.leeschools.net>
2. Klike sou lyen anba ki di ATANSYON PARAN oswa ATTENTION PARENTS **“Klike la pou kreye Kont Paran Portal ki rele “Focus Parent Portal Account”** pou ka louvre ekran enskirpsyon pou *Focus Parent Portal*.

Username

Password

[Parents: Forgot Password?](#)

Log In

ATTENTION STUDENTS

To access the Focus Student Portal:


1. Enter your District Email Address in the USERNAME field (e.g., SJ12345@students.leeschools.net).
2. Press TAB to be transferred to the District's Single Sign-On page.
3. Enter your District Network ID (e.g., SJ12345) and password on the District's Single Sign-On page.
4. Click SIGN-IN.

ATTENTION PARENTS

[Click here to create a Focus Parent Portal Account](#)
[Click here to add a child to an existing Focus Parent Portal account](#)
[Click here if you forgot your Focus Parent Portal password](#)



Pou kreye yon kont *Focus Parent Portal*, paran / gadyen gen de opsyon ki disponib, tou de eksplike sou ekran enskripsyon (ki montre anba).



Welcome to the School District of Lee County Focus Parent Portal registration screen. This portal provides parents/guardians a real-time view of their child's grades and assignments. For the protection of your child's confidential information, we have created the following secure procedures for parents/guardians to register for a Focus Parent Portal account online.

TO REGISTER FOR A FOCUS PARENT PORTAL ACCOUNT, YOU WILL NEED:

Your Email address - The email address used to create your Focus Portal Account should be the one you have on file at your child's school. If you do not have an email account, you can create one for free at www.gmail.com. Be sure to provide your new/updated email address to your child's school so they can update your emergency contact information in the district's official system of record.

Your child's Student ID

Your child's Date of Birth

To create a Focus Parent Portal Account, parents/guardians have two options to register online:

OPTION 1: ONLINE REGISTRATION & AUTOMATIC ACTIVATION:

If you can provide your current email address on file with the district, your child's Student ID, Date of Birth, and the last 4-digits of your child's Social Security Number (if their SSN is on file with the district), you can register and activate your Focus Parent Portal account online by clicking the CREATE MY ACCOUNT link below. Providing this information during the registration process will allow the system to automatically verify your Focus Parent Portal account and give you with immediate access to your student's information.

OPTION 2: ONLINE REGISTRATION AT HOME & SCHOOL ACTIVATION

If you can provide your current email address on file with the district, your child's Student ID and Date of Birth, but do not know (or do not want to provide) the last 4-digits of your child's Social Security Number (or their SSN is not on file with the district), you can register for a Focus Parent Portal account online by clicking the CREATE MY ACCOUNT link below; however you will not have immediate access to your student's information. Instead, once you've registered, your child's school will verify your request and activate your account within 1-2 business days. At that time, you will be provided access to your child's confidential information via the Focus Parent Portal.

DO YOU HAVE MORE THAN ONE STUDENT IN THE DISTRICT?

Regardless of the number of students enrolled in the District, you only need to create one Focus Parent Portal account. If you have multiple children in the District, you can add additional students to your existing account by clicking the ADD A CHILD link below. Your child's school will verify your request and activate your account within 1-2 business days. At that time, you will be provided access to your child's confidential information via the Focus Parent Portal.

QUESTIONS?

If you need assistance with your Focus Parent Portal account, please contact or visit your child's school.

[CREATE ACCOUNT](#)

[I have an Account Registered on the Parent Portal but would like to ADD A CHILD](#)

[I have Forgotten My Password and would like to generate a new one](#)

OPSYON 1: ENSKRIPSYON SOU ENTÈNÈT AK DEKLANCHMAN OTOMATIK

Si ou ka bay adrès imel ou bay distri a, idantifikasyon pitit ou, dat nesans ou, **AK** Nimewo Sekirite Sosyal pitit ou (SSN) sou dosye distri a (epi ou vle mete dènye 4-chif nan SSN yo), ou p kapab **enskri** ak **aktive** kont *Focus Parent Portal* la pa klike kreye kont mwen oswa CREATE MY ACCOUNT anba ekran enskripsyon an. Le ou bay enfòmasyon sa pandan pwosesis anrejistreman an sa pral pèmèt sistèm la otomatikman verifiye kont *Focus Parent Portal* epi ou p gen aksè imedyata a enfòmasyon sou elèv ou.

Si SSN pitit ou pa sou dosye ak distri a, Opsyon 2 dwe itilize pou mande aksè a enfòmasyon pitit ou a.



OPSYON 2: ANREJISTREMAN SOU ENTÈNÈT LAKAY AK DEKLANCHMAN LEKOL

Si ou ka bay adrès imel ou bay distri a, idantifikasyon pitit ou, dat nesans ou, **AK Nimewo Sekirite Sosyal pitit ou (SSN)** pa sou dosye distri a (epi ou pa vle mete dènye 4-chif nan SSN yo), w ap kapab **enskri** ak aktive kont *Focus Parent Portal* la pa klike kreye kont mwen oswa CREATE MY ACCOUNT anba ekran enskripsyon an. Sepandan, ou pa kapab gen aksè a enfòmasyon elèv ou jiskaske lekòl pitit ou verifeye ki ka rive nan 1-2 jou apre ke yo te resevwa demann ou. Yon fwa verifeye, w ap gen aksè nan enfòmasyon konfidansyèl pitit ou a atravè *Focus Parent Portal*.

3. Yon fwa ou gen enfòmasyon ke ou bezwen pou swa **Opsyon 1** oswa **Opsyon 2**, klike sou **"CREATE ACCOUNT"** nan pati anba ekran enskripsyon an.

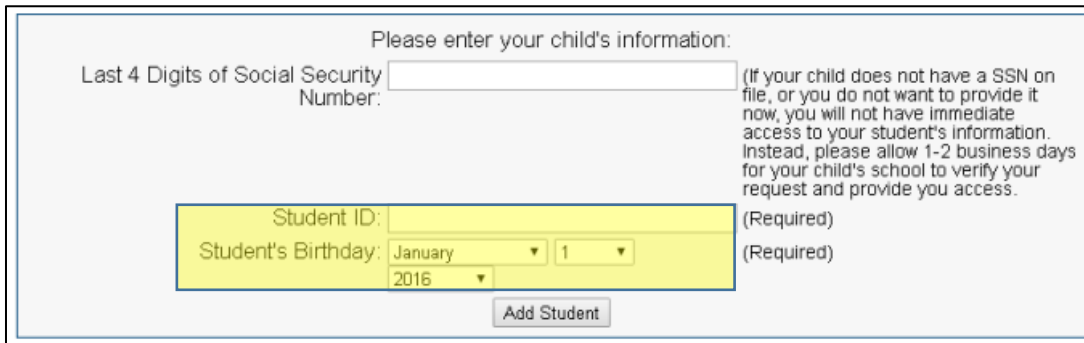
4. Antre tout sa ki obligatwa sou ekran an epi **"SOUJET"**

NOT: Postal imel ke ou itilize pou kreye Kont Focus Parent Portal sa ta dwe menm ak sa ki nan dosye lekòl pitit ou a. Si ou pa gen yon kont imel, ou kapab kreye yon gratis nan www.gmail.com. Pa blie mete ajou nouvo / adrès imel ou epi bay lekòl pitit ou infomasyon sa pou yo ka mete ajou enfòmasyon kontak ijans nan dosye-li nan sistèm ofisyèl distri a.



**** Remak: Anplwaye Distri Lekòl konte Lee pa sipoze itilize adrès imel distri lekòl la lè y ap kreye yon kont paran. ****

5. Antre 8-chif **ID Elèv** la epi ajoute dat **DE NESANS** timoun pou ou ap mande aksè.





- Si Nimewo Sekirite Sosyal pitit (SSN) sou dosye distri a, ou kapab mete dènye 4-chif nan SSN ou nan plas yo bay la. Le ou bay enfòmasyon sa pandan pwosesis anrejistreman an sa pral pèmèt sistèm la otomatikman verifye kont Portal Focus Paran a epi w ap gen aksè imedy a enfòmasyon sou elèv ou. **(OPSYON 1)**

Si SSN pitit ou a se PA nan dosye distri a, oswa ou pa konnen li oswa ou pa vle bay li, tou senpleman kite plas SSN la vid. Kont ou pral kreye, men ou pa pral gen aksè a enfòmasyon elèv ou jouk lekòl la verifye demann ou ki resevwa nan 1-2 jou. Yon fwa verifye, w ap gen aksè a enfòmasyon konfidansyèl pitit ou a atravè Pòtal Focal Paran yo. **(OPSYON 2)**

Yon fwa tout enfòmasyon a antre, klike sou **"Add Student"** nan pati anba nan ekran an.

Please enter your child's information:

Last 4 Digits of Social Security Number:

Student ID: (Required)

Student's Birthday: January 1 2016 (Required)

(If your child does not have a SSN on file, or you do not want to provide it now, you will not have immediate access to your student's information. Instead, please allow 1-2 business days for your child's school to verify your request and provide you access.)

- Si w ap resevwa mesaj erè anba apre lè ou klike **"Add Student"**, ou te swa fè yon erè pandan ke w ap antre enfòmasyon pitit ou OSWA ou te antre dènye 4-chif nan SSN pitit ou; sepandan, pitit ou pa gen yon nimewo sekirite sosyal SSN nan dosye distrik-la. Nan ka sa, tou senpleman kite plas SSN vid epi eseye **"Add Student"** ankò.

Please enter your child's information:

The student you requested could not be found.

Last 4 Digits of Social Security Number:

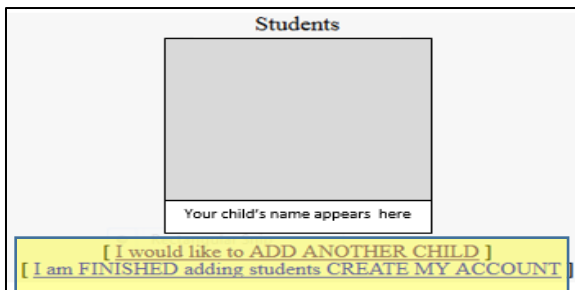
Student ID: (Required)

Student's Birthday: (Required)

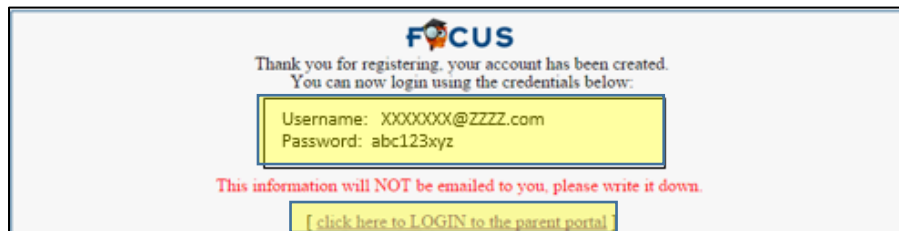
(If your child does not have a SSN on file, or you do not want to provide it now, you will not have immediate access to your student's information. Instead, please allow 1-2 business days for your child's school to verify your request and provide you access.)



8. Kèlkeswa kantite elèv ki enskri nan distri a, ou sèlman bezwen kreye yon sèl *Paran Focus Portal*. Si w gen plise timoun nan distri a, ou ka ajoute lòt elèv nan kont ou pa klike sou lyen "**ADD ANOTHER CHILD**". Si sa nesèsè, ou ka ajoute timoun anplis nan kont ou nan yon lot moman lè ou sèvi avèk "**Add a child to existing Focus Parent Portal account**" sou ekran an Focus login prensipal la.



9. Lè tout timoun yo te ajoute, klike sou "**I am FINISHED adding students CREATE MY ACCOUNT**".
10. Ekri non ki username ou ak password owsa modpas, lè fini klike sou lyen "**Log in**" ki anba non username ou ak password owsa modpas ou.



**** OU FÈT POU EKRI non username ou ak nom password ou!! ****

Nan lavni, vizite paj ki rele Focus Portal nan

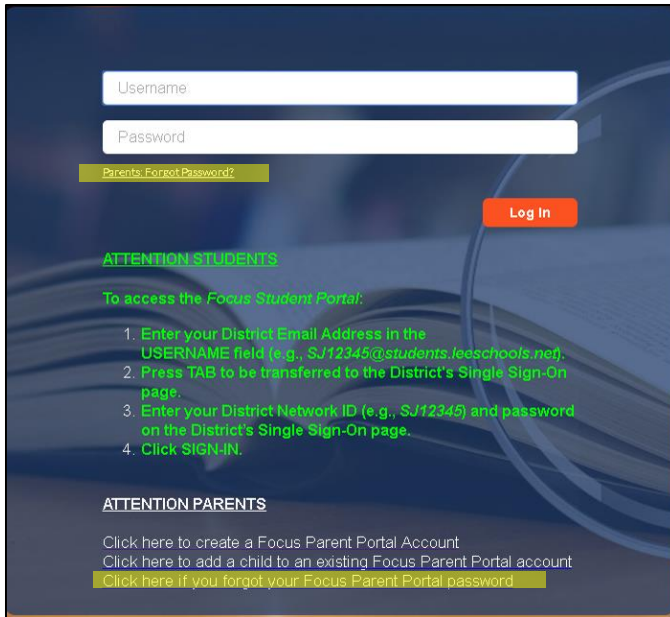
<http://focus.leeschools.net>

siyen-ale nan kont gadyen/ paran ou epi wè enfòmasyon sou elèv ou.



Retabli Modpas ou

1. Username ou "se tout adrès imel la nèt ke ou te bay. Si ou pa t 'ekri password ou lè w ou te fèk siyen oswa ou bliye modpas ou klike sou **"Click here if you forgot your Focus Parent Portal password"** OSWA **"Parents: Forget Password?"**



Username

Password

[Parents: Forget Password?](#)

[Log In](#)

ATTENTION STUDENTS:

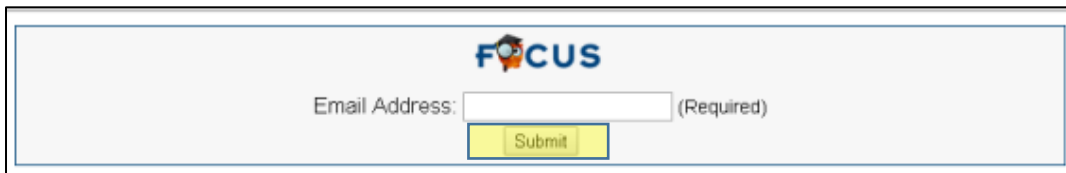
To access the Focus Student Portal:

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2. Press TAB to be transferred to the District's Single Sign-On page.
3. Enter your District Network ID (e.g., SJ12345) and password on the District's Single Sign-On page.
4. Click SIGN-IN.

ATTENTION PARENTS

[Click here to create a Focus Parent Portal Account](#)
[Click here to add a child to an existing Focus Parent Portal account](#)
[Click here if you forgot your Focus Parent Portal password](#)

2. Tcheke **adrès imel la nan dosye.**



FOCUS

Email Address: (Required)

[Submit](#)

3. Klike sou **SUBMIT**



FOCUS

An email has been sent to the email address you provided ([REDACTED]) with instructions on how to reset your password.

Yon imel ak mesaj sa de *Focus/SIS Student Information Systems* pral voye nan adrès imel ou te bay lè ou te anrejistre pou yon kont.

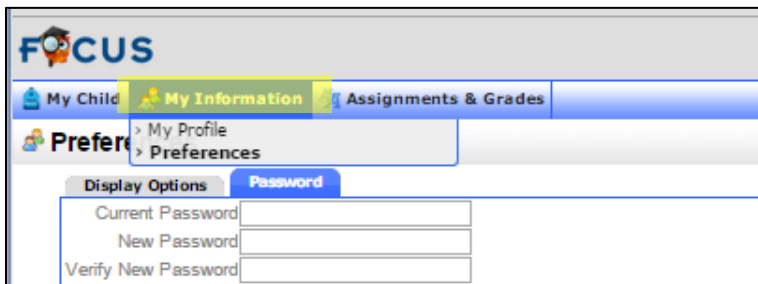
"If you have forgotten your Lee County Schools Parent Portal Password and requested a new one be generated for you please click the link below:"



4. Lyen a ap mennen ou nan yon ekran ki pral pèmèt ou chanje password ou.
Asire w ou make nouvo password sa
5. Klike **Login to the parent portal** nan fon ekran sa epi antre non username ou ak nouvo password ou pouk a gen aksè nan kont Focus Parent Portal.
6. Yon fwa ou ouvri sesyon an, swiv etap sa yo pou "**RESETTING YOUR PASSWORD**" pou chanje password ou.

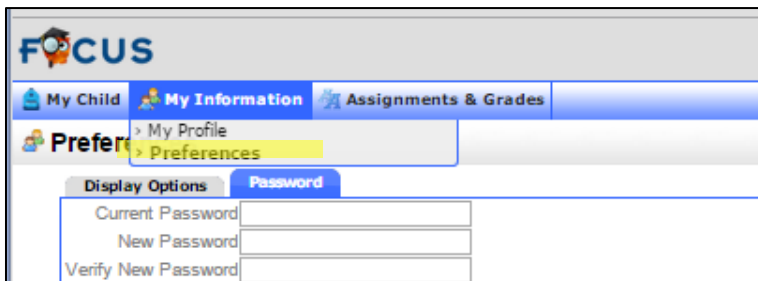
Chanje Paran Focus Portal ou

1. Klike sou "**My Information**" pandan ke ou ap louvri sesyon ki rele Focus.



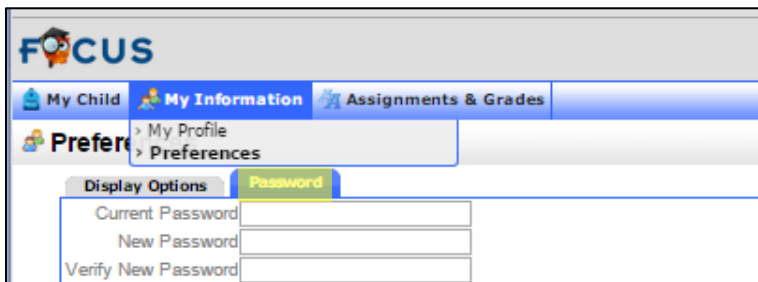
The screenshot shows the Focus Parent Portal interface. At the top, there are three main tabs: 'My Child', 'My Information', and 'Assignments & Grades'. The 'My Information' tab is highlighted in yellow. Below these tabs, there is a 'Preferences' section with two sub-options: 'My Profile' and 'Preferences'. The 'Preferences' option is also highlighted in yellow. Underneath, there are two sub-sections: 'Display Options' and 'Password'. The 'Password' sub-section is highlighted in blue and contains three input fields: 'Current Password', 'New Password', and 'Verify New Password'.

2. Klike sou "**Preferences**" anba "My Information"



This screenshot is identical to the previous one, but the 'Preferences' sub-tab is now highlighted in yellow, and the 'Password' sub-section remains highlighted in blue.

3. Klike "**Password**" sou tab la ki parèt sou ekran an epi mete infomasyon ke yo mande



This screenshot is identical to the previous ones, but the 'Password' sub-section is now highlighted in green, indicating it is the active section for password management.

4. Klike sou **SAVE** sou bò dwat anwo ekran an pou konsève chanjman ke out e fe nan password ou.