SETTING UP A PARENT PORTAL ACCOUNT
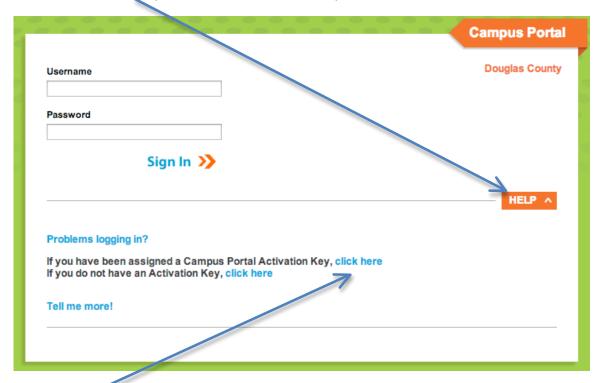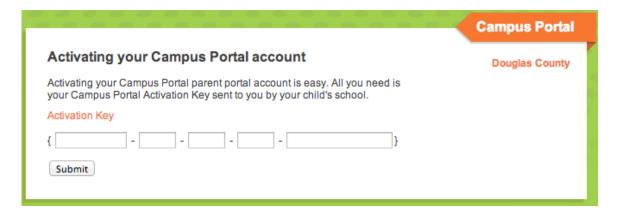
1. receive an email from CTE containing your Activation Key
2. go to the Infinite Campus Parent Portal login (from CTE homepage)
3. click on **HELP ▼**   (to expand the window)

4. select
5. enter the Activation Key from the email you were sent (cut then paste the characters directly from that email) one section of characters will go in each field:

6. click **Submit**
7. select a Username and Password and click **Create Account**