

Creating a Parent Account with VirtualSC



Parent Account Setup: Notes

A parent account is automatically created in the VirtualSC Dashboard when a student creates a new account, and lists you as the parent.

Upon the submission of the New Student Application Form, the parent account username and password is emailed the parent email address that the student provided on the application.

If you did not receive an emailed notification of your account after your student submitted the New Student Application Form, please contact Student Services so that we may assist.

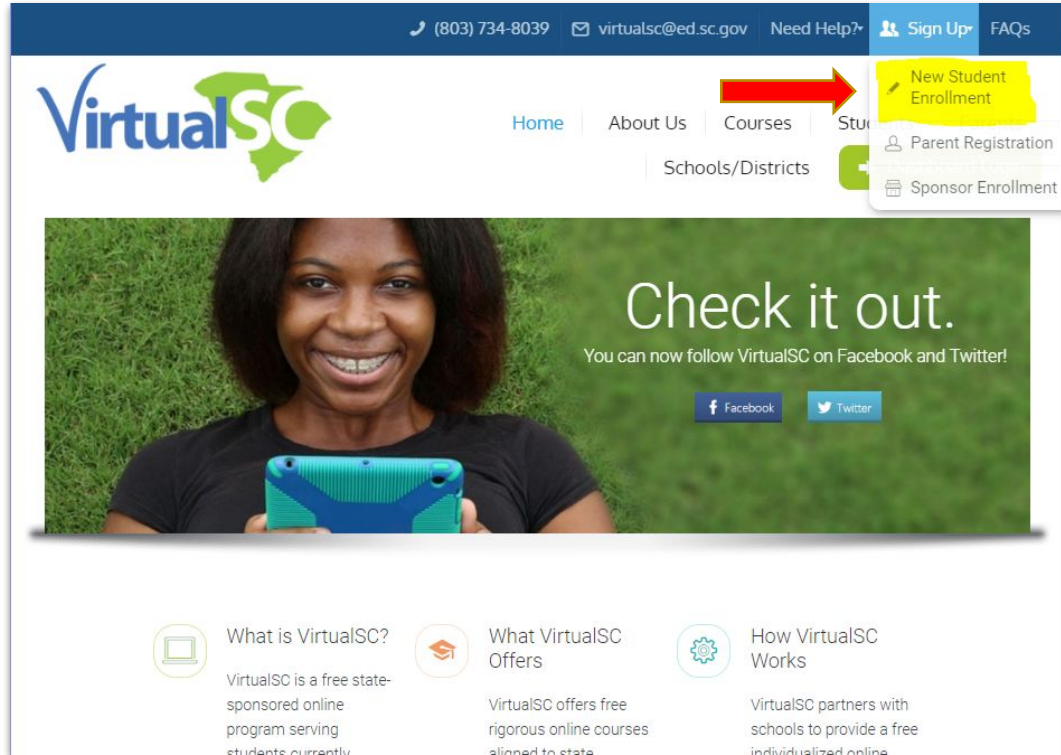
virtualsc@ed.sc.gov or 803-734-8039



Step 1

Have your student create an account in the new Dashboard.

If your student already has an account in the new Dashboard, and you do not have your parent account credentials, please contact Student Services.



The screenshot shows the VirtualSC website dashboard. At the top, there is a dark blue navigation bar with contact information: a phone icon and number (803) 734-8039, an email icon and address virtualsc@ed.sc.gov, a 'Need Help?' link, and 'Sign Up' and 'FAQs' buttons. Below this is a white header area with the VirtualSC logo on the left and a navigation menu on the right. The menu includes 'Home', 'About Us', 'Courses', 'Stu...', 'Schools/Districts', and a dropdown menu. The dropdown menu is open, showing 'New Student Enrollment' (highlighted in yellow with a red arrow pointing to it), 'Parent Registration', and 'Sponsor Enrollment'. Below the header is a large banner image of a smiling woman holding a blue tablet. To the right of the image, the text reads 'Check it out.' followed by 'You can now follow VirtualSC on Facebook and Twitter!' and two social media buttons for Facebook and Twitter. At the bottom, there are three columns of content, each with an icon and a title: 'What is VirtualSC?' (with a laptop icon), 'What VirtualSC Offers' (with a graduation cap icon), and 'How VirtualSC Works' (with a gear icon). Each column contains a short paragraph of text.



Step 2

Check your email account
for the credentials to your
parent account.

From: donotreply@virtualsc.org <donotreply@virtualsc.org>
Sent: Thursday, July 19, 2018 9:48 AM
To:
Subject: VIRTUALSC Account Creation Notification

Dear Parent,

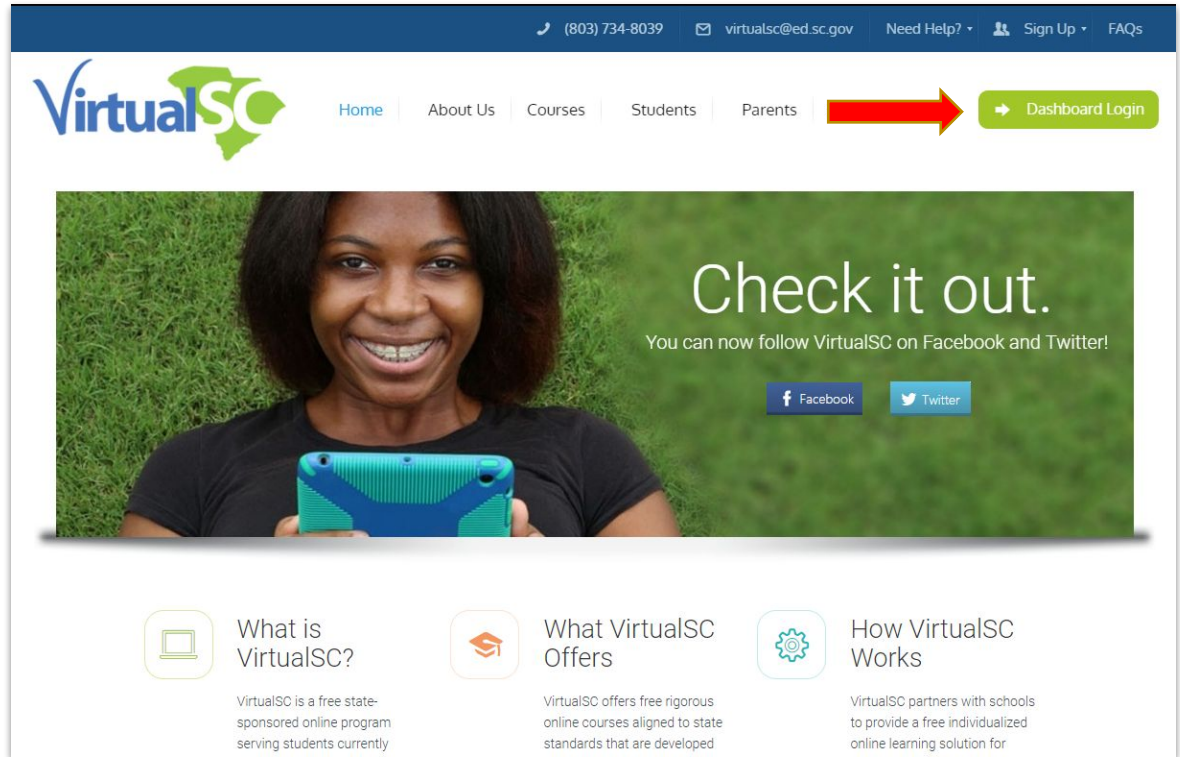
Welcome to VirtualSC!

This email confirms the creation of your account in our Dashboard. This is the system you will use to request courses, message your teacher and access your virtual classroom. Please keep this email as it contains important information about how to access this system.



Step 3

Use the emailed username and password to log in to the Dashboard.



The screenshot shows the VirtualSC website interface. At the top, there is a dark blue navigation bar with contact information: a phone icon and number (803) 734-8039, an email icon and address virtualsc@ed.sc.gov, and links for 'Need Help?', 'Sign Up', and 'FAQs'. Below this is the VirtualSC logo and a horizontal menu with 'Home', 'About Us', 'Courses', 'Students', and 'Parents'. A red arrow points to a green 'Dashboard Login' button. The main content area features a large image of a smiling woman holding a tablet. To the right of the image, the text reads 'Check it out.' followed by 'You can now follow VirtualSC on Facebook and Twitter!' and two social media buttons for Facebook and Twitter. At the bottom, there are three informational cards: 'What is VirtualSC?' with a laptop icon, 'What VirtualSC Offers' with a graduation cap icon, and 'How VirtualSC Works' with a gear icon. Each card includes a brief description of the program.



Parent Account: Multiple Students

Parents with more than one student in the VirtualSC Dashboard will be automatically linked by the parent email address.

All students that should be assigned to you should use the same parent email address in the Parent Information section of the New Student Application Form.

You will not receive a new email each time a different student links to your account. You will be able to toggle multiple students in your parent account.



Congratulations!

You have completed the steps required to create a parent account. Once you choose the submit button, you will be automatically logged into the system. Your username and password will also be sent to your email address.

Please feel free to contact VirtualSC Student Services for any additional assistance at
803-734-8039

