

Stay Connected with PowerSchool!

POWERSCHOOL APP INSTRUCTIONS

For families using the PowerSchool mobile app on a phone or tablet

1

Open the PowerSchool App

Download the **PowerSchool** app if you have not already. Then open the app on your phone.



2

Enter Our District Code

Enter district code **QNLR**, then tap **Continue**.

3

Sign In

Enter your username and password. Use the **same login credentials you used when registering your child(ren)**.

4

Tap the Message Icon

From **MyPowerHub**, tap the **message icon** in the upper-right corner.



5

Confirm Messaging

The first time you open messaging, a confirmation box will appear. **Check the box**, then tap **Confirm**.

Confirm messaging preferences

☐ By using this application, I agree to have my messages audited by my school administrators.

Decline

Confirm

PowerSchool Messaging is now activated! You can send and receive messages.

Don't Miss a Message!

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Complete these notification settings in the PowerSchool mobile app

6

Select Your Child

Tap your child's **initial/profile icon** in the upper-right corner.

Have more than one child? Repeat Steps 6-9 for each child.

7

Open the Menu

Tap **Menu** in the bottom-right corner of the app.

8

Open Communication Preferences

Tap the **Communication preferences** gear.



Communication preferences

9

Turn Notifications On

Make sure **all toggle buttons are ON**. Your settings should look similar to the example below.

Make sure all toggle buttons are on.

Example:



10

You're All Set!

Use the **message icon** in the upper-right corner of the app whenever you want to access PowerSchool messaging.

That's it! Your PowerSchool messaging and communication preferences are ready to go.