

How to Create Your Parent Account

1. Click on the MMS Gradebook link on the Penn Cambria website www.pcam.org. Choose Parent Portal.
2. Note that the login box is entitled "MMS Parent Portal Login".
3. If you are a first time user, click on "**click here**" to create your account and follow the steps below.



Enter your First and Last Name exactly as it appears on record with the school.

Enter the **Login Name** you want to use, such as a combination of your first and last name (e.g., JohnStewart).

- Enter the **Student ID Number** the school has assigned your child. If you have more than one child, enter one and you will be able to add others later.

- Click the **Create Account** button.

- The web site will display a message telling you that your account has been created and that an email has been sent to you with your username and temporary password. An email is sent to the specific email address that your child's school has on file.

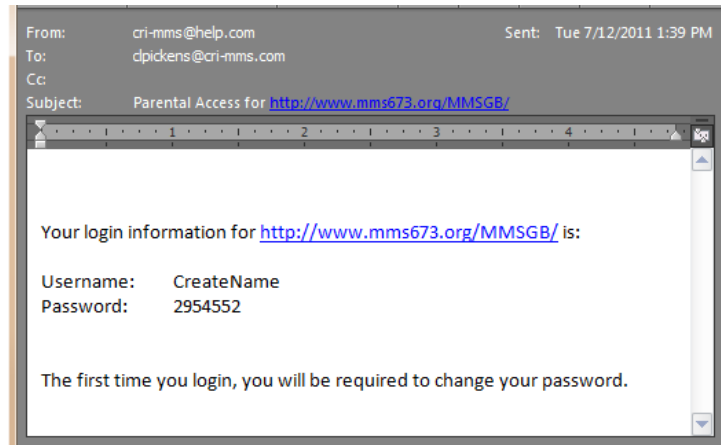


- "**Click here**" to return to the login screen.

- **Go to your email account.**

There should be an email titled "Parental Access for" followed by the Internet address of the school's web site. Open it to retrieve your username and Temporary Password.

** If there not an email, please check your Spam or Junk Mail filters.



- Return to the parent login screen. Enter your **Username, Password**, and click on **Login**.

- The first time you login with your temporary password, you must change your password.

Parents, [click here](#) to create your account or [click here](#) if you forgot your password.

- Enter your **Old Password**.
- Enter your **New Password** (up to 20 alpha/numeric characters **NOTE:** Your school will set password strength rules, so please pay attention to the onscreen instructions).
- Enter your **New Password** again to confirm it.
- Click on **Change Password**.

You will now have access to the MMS Parent Portal. Once your login is validated, the complete on-line help system is available to you. To access the help system, simply click on the question mark "?" button that appears within the heading of this web page.