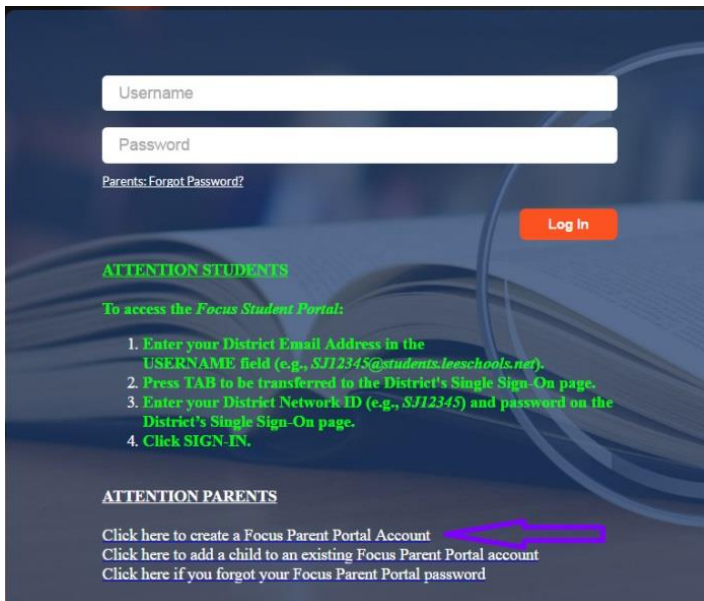


Welcome Panther Parents!

Here is your step-by-step guide to creating a new account in FOCUS. FOCUS school software will allow you to view your child's schedule, attendance and grades. The software was updated over the summer and all accounts must be re-submitted in this new school year.

1. Access the Focus Parent Portal registration screen at <http://focus.leeschools.net>
Select: **Click here to create a Focus Parent Account**



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. You will then see the following screen – where you can CREATE YOUR ACCOUNT.



FOCUS

Welcome to the School District of Lee County's Focus Parent Portal registration screen. After initial registration, you will be provided access to the Focus Parent Portal. This portal provides a real-time view of your child's grades and assignments.

To register for access you will need your child's Student ID and birthdate. You will also be asked to provide a valid e-mail address to activate your account. If you do not have an email address, you can create one for free at www.gmail.com.


If you do not know your child's Student ID number, 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](#)

3. First you will enter information about yourself:



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)

4. Once that is submitted, you'll enter information about your student:

Please enter your child's information:

Student ID: (Required)
Student's Birthday: (Required)


5. Focus will then show you a screen with your new log-in information. Your username will be the e-mail address that you provided, and your password will be randomly generated. (You may change it to something more convenient once you have completed the log-in process in the MY INFORMATION tab.)



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


Username:
Password:

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

[\[click here to LOGIN to the parent portal \]](#) 

6. You will use this information once you've clicked the LOGIN link at the bottom of the dialog box. Your account has been created. (If you have another student, you may add them at this time.) Once you are done adding student information – You will see this:

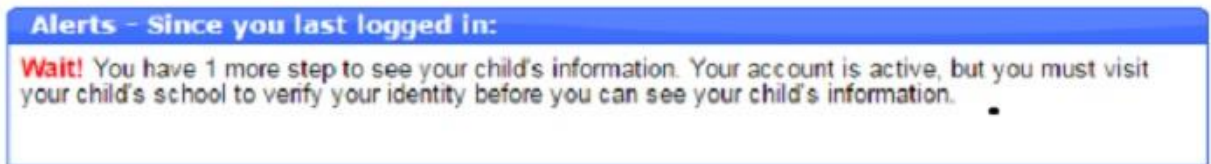
Students



Nicholas

[\[I would like to ADD ANOTHER CHILD \]](#)
[\[I am FINISHED adding students CREATE MY ACCOUNT \]](#) 

7. Please click CREATE MY ACCOUNT. When you do, you will see this ALERT:



YOU DO NOT NEED TO VISIT THE SCHOOL!!! Your account will be verified by your School Technology Specialist within 24 hours. Your account will be fully active at that time – no further action is necessary.

Thank you and welcome back to a great school year!!!