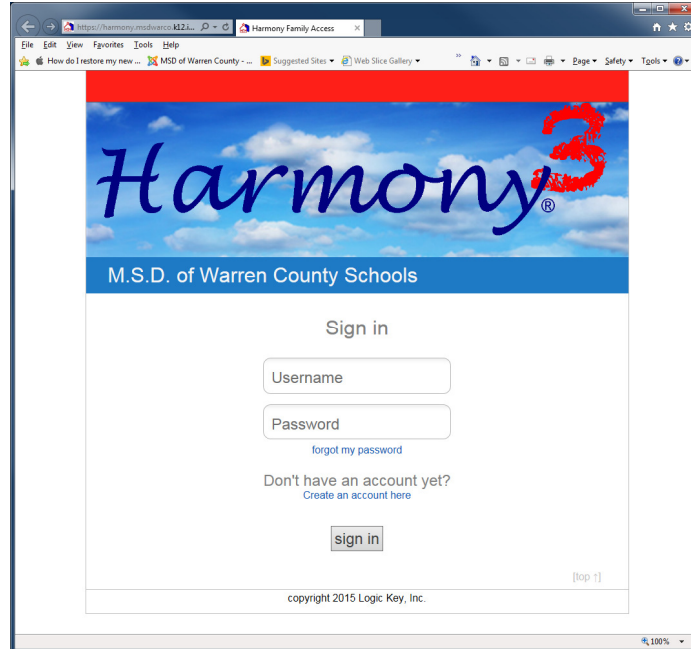
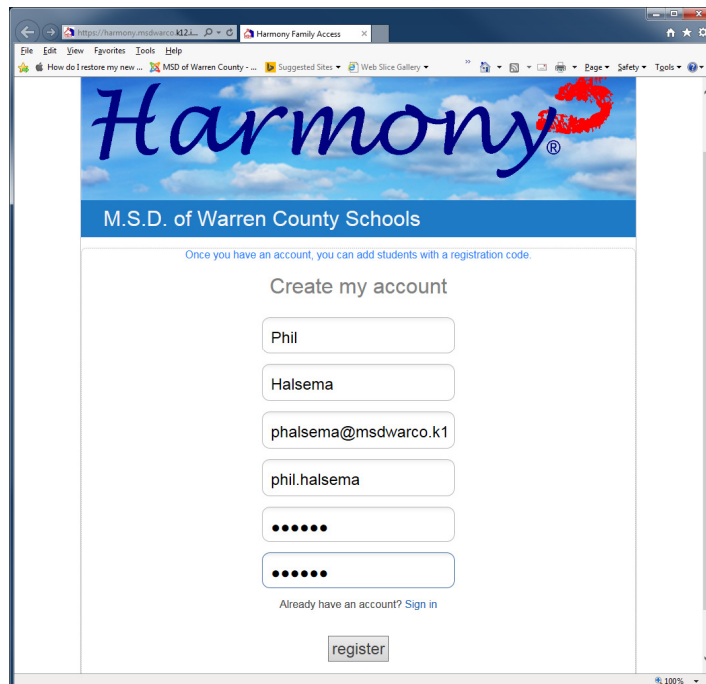


Family Access Instructions

1. Open an internet browser and navigate to <https://harmony.msddwarco.k12.in.us/familyaccess.nsf/hello.xsp>
Or you can go to your school's website and follow the links to Harmony 3 Access

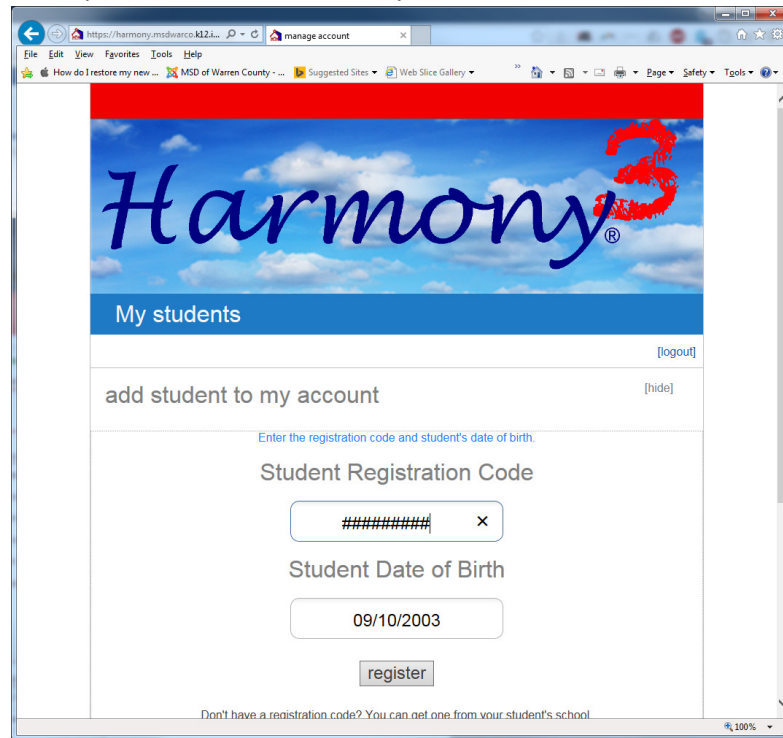


2. Click the link 'Create an account here' which is under the 'Don't have an account yet?' section.
3. Enter your personal information. You can create your own username and password. If a username already exists, adjust your account name and try again. Also, if the password requirements are not met, then adjust accordingly. Please write down both your username and password.



4. Click the 'register' button.

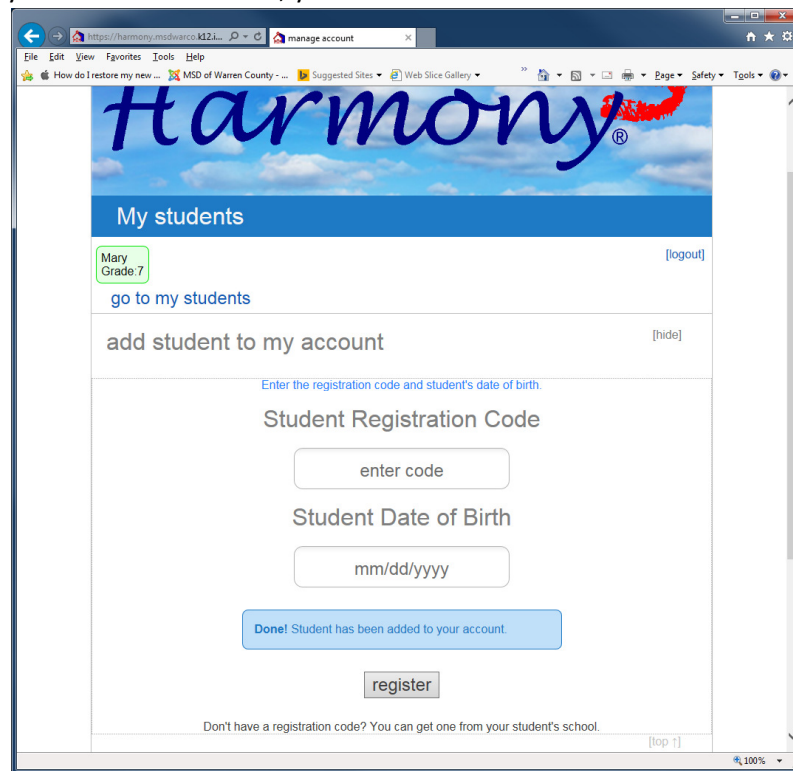
- Now you can add your child(s) access to your account by entering the code that came in your email from the office personnel and then enter your child's date of birth.



The screenshot shows a web browser window with the URL <https://harmony.msdcwarco.k12.la.us>. The page features the Harmony 3 logo at the top. Below the logo is a blue bar with the text "My students" and a "[logout]" link. The main content area is titled "add student to my account" with a "[hide]" link. Below this is a form with the following fields and elements:

- A link: "Enter the registration code and student's date of birth."
- A heading: "Student Registration Code"
- A text input field containing "#####" and a clear button "X".
- A heading: "Student Date of Birth"
- A text input field containing "09/10/2003".
- A "register" button.
- A footer note: "Don't have a registration code? You can get one from your student's school."

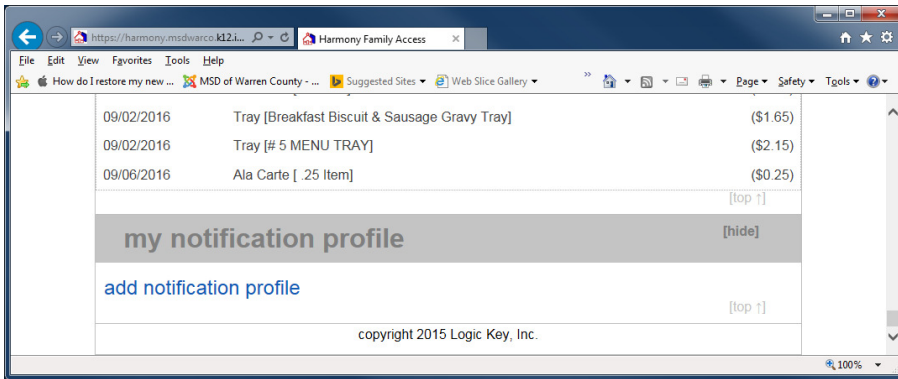
- Click 'register' button.
- At this time, if you have another child, you can enter their code and date of birth as well.



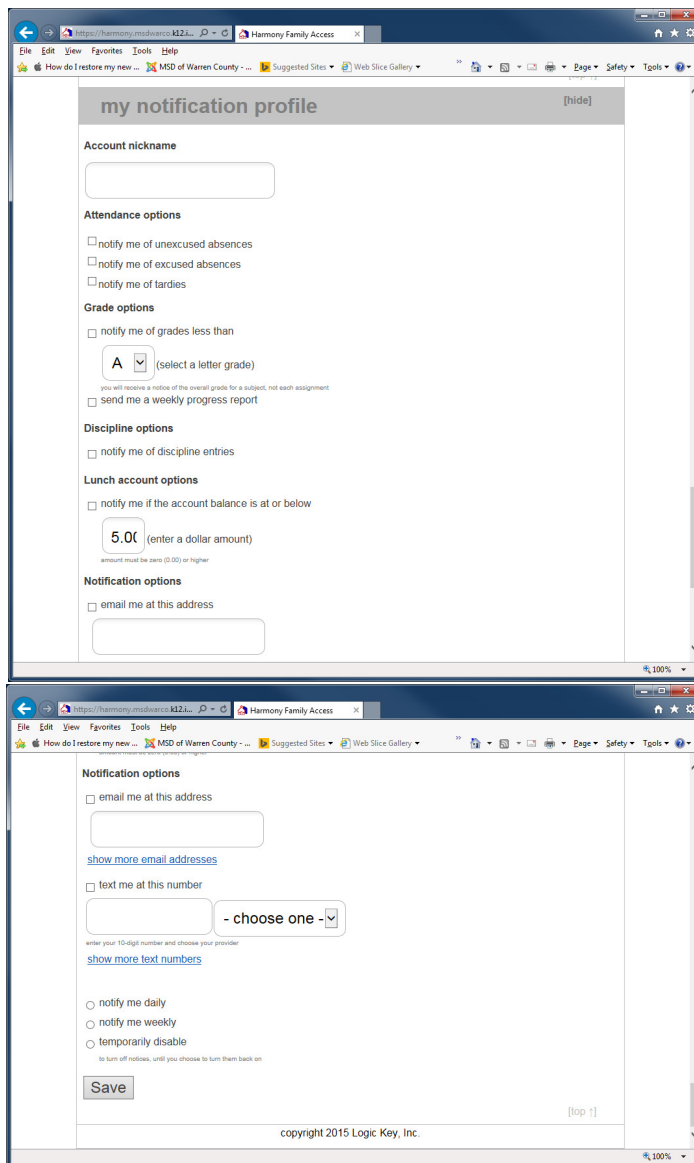
The screenshot shows the same web browser window as the previous one, but the form has been updated. The "My students" bar now displays "Mary Grade:7" and a "[logout]" link. Below it is a link "go to my students". The "add student to my account" section is still visible with a "[hide]" link. The form fields are now empty and have placeholder text:

- A link: "Enter the registration code and student's date of birth."
- A heading: "Student Registration Code"
- A text input field with placeholder "enter code" and a clear button "X".
- A heading: "Student Date of Birth"
- A text input field with placeholder "mm/dd/yyyy" and a clear button "X".
- A blue confirmation message: "Done! Student has been added to your account."
- A "register" button.
- A footer note: "Don't have a registration code? You can get one from your student's school."

- If you are finished, then you can click 'go to my students' to access your child's information.
- If you want to get automated notifications like progress reports, and lunch account status you will need to follow steps 10-12.
- Scroll down to the bottom of your child's information and click 'add notification profile'.



11. There are several settings that can be optioned by clicking in the box to enable. You have the choice to set the threshold on grades and lunch account settings. We do not use the over-due books part, so omit that section.



12. Once you have finished with setting your options, click the 'Save' button at the bottom of the page.