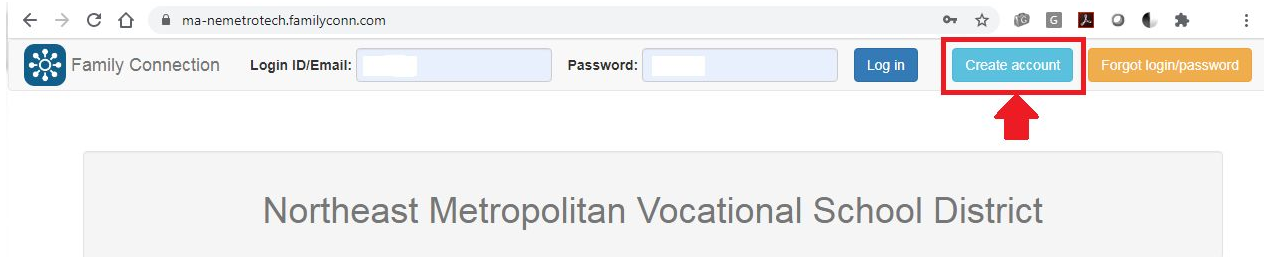
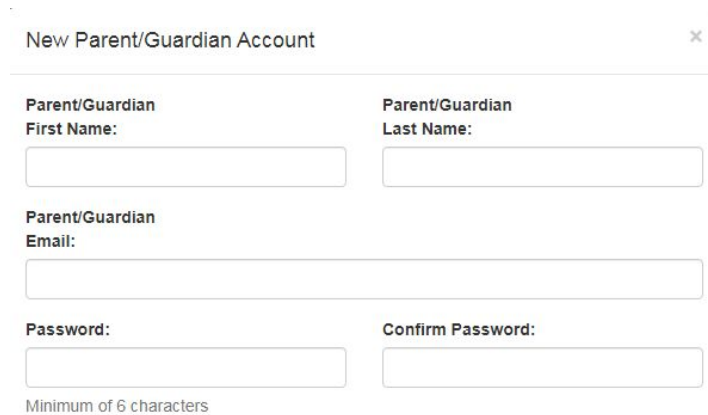


Creating a user account in Family Connection


1. Visit <https://ma-nemetrotech.familyconn.com/>
2. Click "**Create account**" on the login page:



3. Fill out the required information below:

A screenshot of a form titled 'New Parent/Guardian Account'. The form contains several input fields: 'Parent/Guardian First Name:', 'Parent/Guardian Last Name:', 'Parent/Guardian Email:', 'Password:', and 'Confirm Password:'. Below the 'Password:' field, there is a note that says 'Minimum of 6 characters'. The form is presented in a modal window with a close button in the top right corner.

4. If you are a new parent to the school and don't have any other students currently attending the school, and never had any other students that have attended this school in the past, please select this option and click "**Create account**":

A screenshot of a form titled 'Please select one of the following:'. It contains two radio button options. The first option is 'I have students that are currently enrolled in this school district, or were enrolled in the past'. The second option is 'I will be enrolling students in this school district for the very first time', which is selected with a blue dot. A red box highlights the second option, and a red arrow points to it. Below the options is a 'Create Account' button, also highlighted with a red box and a red arrow pointing to it.

5. If you currently have other students that are attending the school, or have attended in the past, please select this option and enter the required information for one of those students. Then click "**Create account**".

Please select one of the following:

I have students that are currently enrolled in this school district, or were enrolled in the past

Please fill out the following for any one of your students that are, or were at a time enrolled in this school district

Student First Name:

Student Last Name:

Student Birthdate:

I will be enrolling students in this school district for the very first time

Close

6. After clicking "**Create account**", you will receive an email at the email address you provided in step #3 above. The email will contain a link to activate your account. Make sure to check your Spam/Junk folder in case you don't see the email in your inbox. The email will be from the address user-activation@familyconn.com
7. After you click on the link in the email, your Family Connection account will be activated, and you will be directed to the login page where you can now log in with your email address and password provided in step #3 above.