

If you have any questions or need assistance in setting up your Infinite Campus account, contact the Family Engagement Liaison: Erica Abram at 478-210-8312 or erica.abram@hcbe.net

Scan the QR Code to GET STARTED on creating a New Parent Infinite Campus account.



## Infinite Campus Worksheet WARNIER ROBINS HIGH SCHO **Creating a New Parent Account**

**STEP** 





Infinite Campus Parent



Once you set up your **PARENT** account, download the app to your mobile device to take advantage of everything Infinite Campus has to offer and stay up-to-date. It is vital parents have an IC account to stay informed on their child's progress.



- Check grades
- Monitor attendance
- **Contact Teachers**
- Keep track of assignments
- Receive important announcements
- ✓ Set notifications

...and so much more

If you need in-person assistance, feel free to stop by the front office to speak with Erica Abram.

8:00am - 3:30pm

Visit the district website at: https://www.hcbe.net/infinitecampus or scan the QR code above (Infinite Campus Homepage)

Select the "Portal Activation Key" square

Enter the following information: STEP Student First Name, Student Last Name, Grade Level, Student Number, Last 4 of SSN, Student Birthday (MM/DD/YYYY format). Click "Submit"

Infinite Campus	
Student First Name	Campus Portal
Student Last Name	Enter all the information click "Submit"
Grade Level (in 2024)	
Student Number	
Last 4 Digits of Student SSN	10
Student Birthdate	13
Submit	
	13



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Parent/Guardian Names will STEP appear on this screen. Click your name, then copy the activation key created (not including "Guild:") Then click "Create Portal Account" Parent / Guardian Name appears here

\*NOTE: if your name appears along WITH a username, that means you already have an account. Return to the homepage and select the "Parent Portal Login" square and enter that username and your password. If you do not remember your password, contact us for a password reset: (478) 210-8312



Paste the activation key into the next STEP screen then click "submit". Now choose a username and password and click "Submit".

Congratulations! You have a Parent Infinite Campus Account. You can check grades, attendance, and receive important messages from WRHS.

