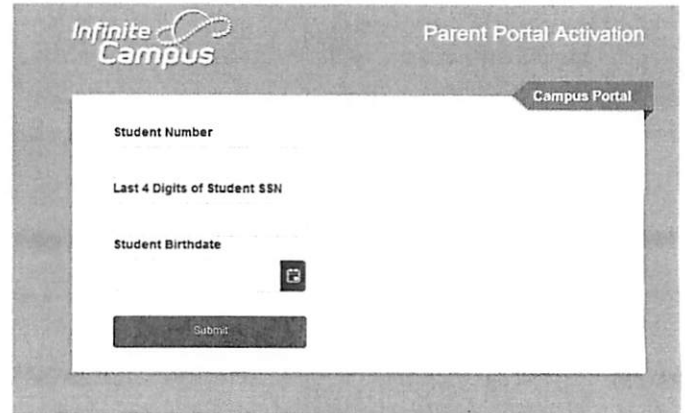


First Time Infinite Campus Login Steps

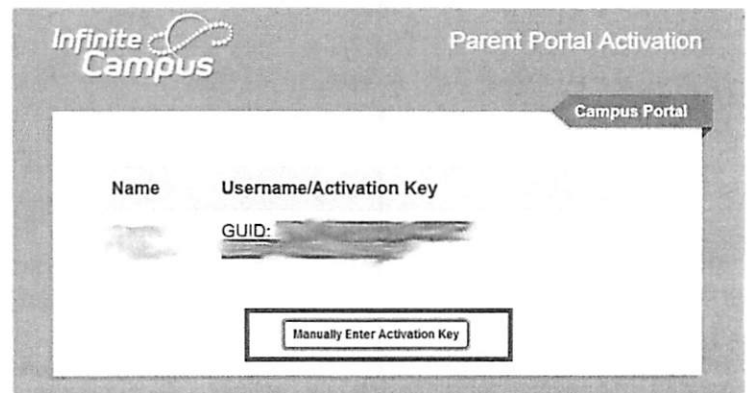
In order to login to Infinite Campus, you must first have a parent portal activation key. To retrieve your activation key, **you will need the student's ID number, last 4 digits of their social security number and date of birth.**

USERNAME: _____ PASSWORD: _____

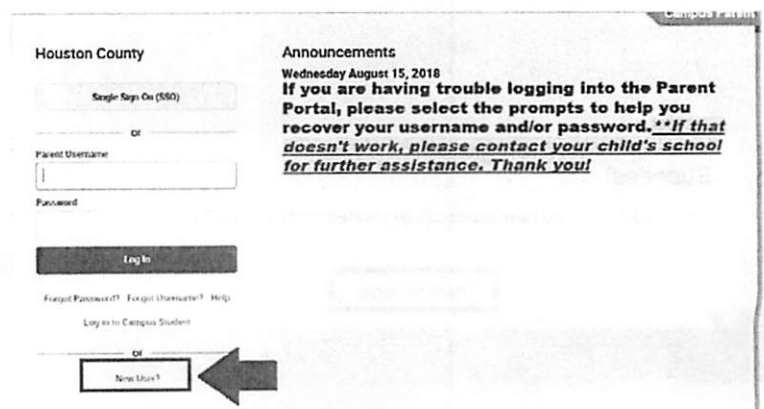
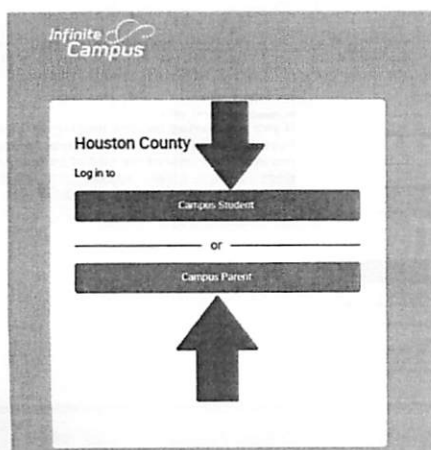
Step 1: Visit: <http://www.hcbe.net> and click on the Parents tab. Scroll down to Infinite Campus and click on it. Click on Portal Activation Code and it will bring you to the following screen. Enter the requested information: student's ID number (lunch number), student's last 4 digits of their social security number and date of birth, then press submit.



Step 2: This will give you your activation key. Copy the letters and numbers following GUID: (highlighted in blue) and then click the **Manually Enter Activation Key** button located below the Activation Key.



Step 3: Next, you will chose **Campus Student** or **Campus Parent**. On the next screen, click on **New User** located at the bottom of the page.



Step 4: On the next screen, you will enter your **Activation Key** by pasting the numbers and letters you copied. Click **Submit**.

The screenshot shows a web page titled "New User?". Below the title, it says "Activate your Campus Parent account by entering the activation key sent to you by your district." Below that, it says "If you do not have an activation key, please contact your district to obtain one." There is a text input field labeled "Activation Key *". At the bottom, there is a large "Submit" button and a link that says "Back to Login".

Step 5: Next, you will create your **Username and Password**. (It must be 8 digits long and include letters, numbers and symbols)

The screenshot shows a web page titled "Create Campus Parent Account". It has the "Infinite Campus" logo at the top left. Below the title, it says "Welcome" followed by a blurred name. There are three text input fields: "Username *", "Password *", and "Confirm Password *". To the right of the "Password *" field is a small circular icon with an exclamation mark. Below the input fields is a "Password Strength" indicator showing "0%". At the bottom, there is a "Submit" button and a link that says "Back to Login".

Step 7: After you have successfully created your Username and Password, a "Success" screen will appear. Click **Back to Login**. You may now login to your account. The first time you login, you will need to enter an email address and your password then click the **Save** button.

The screenshot shows a web page with the "Infinite Campus" logo at the top left. The main content area has a white background with the text "Success!" in a large font, followed by "Congratulations! You have successfully created your Campus Parent account!". At the bottom, there is a "Back to Login" button.

The screenshot shows a web page for "Houston County" with the "Infinite Campus" logo at the top left. The page is titled "Campus Parent" in the top right corner. Below the title, it says "Houston County" and "Single Sign-On (SSO)". There are input fields for "Parent Username" and "Password", with a "Login" button below them. To the right, there is an "Announcements" section with the date "Wednesday August 15, 2018" and a message: "If you are having trouble logging into the Parent Portal, please select the prompts to help you recover your username and/or password." If that doesn't work, please contact your child's school for further assistance. Thank you! Below the login fields, there are links for "Forgot Password?", "Forgot Username?", and "Help". At the bottom, there is a "Log in to Campus Student" link and a "New User?" link.