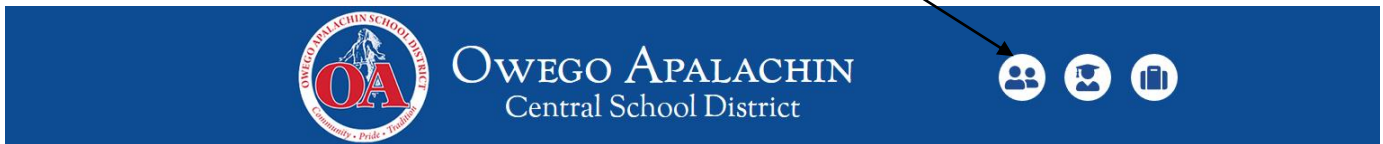


eSchool Home Access Instructions:

1. **User ID:** parent/guardian first initial and last name up to 8 characters. Specify capital and lowercase letters.
2. **Password:** minimum of 8 characters. Specify capital and lowercase letters.
3. Send information back to OAMS Guidance using the e-School Home Access request form.

Online Access Instructions:

1. Go online to www.oacsd.org.
2. Click on the first circle (with two people in it, looks like) in the top bar of the home page after Owego Apalachin Central School District.



This will take you to the Parents home page.

3. Click on “e-School Home Access” under **QUICK LINKS** on the right side of the Parents home page. This will take you directly to the e-School Home Access home page.
4. Within the Login in box on the e-School Home Access Center:
 - a. After **Select a District**, click on the down arrow and highlight **Owego Database**.
 - b. After **User Name**, enter your User ID (maximum of 8 characters, case sensitive).
 - c. After **Password**, enter your Password (minimum of 8 characters, case sensitive).
 - d. Click **Log In**.
5. The **Daily Summary Page** is where you can check your child’s schedule, attendance, current grades in classes, grade reports, and registration information. The **Classes** icon in the middle at the top of the screen is for viewing grades earned on assignments, quizzes, and tests for core academic classes.
6. Click on the **Full View** button in the upper right hand corner of the **Classwork** screen to also show running class averages for each class in addition to grades earned in each class.
7. Click on the **Grades** icon at the top of the screen to view the 5 week Progress Reports by clicking on the IPR tab and to view 10 week Report Cards by clicking on the Report Card tab.
8. Click on the **Logoff** button on the upper right hand corner of the screen to log out when finished.

Other Useful Information:

- To incoming 6th grade parents: If you have already established a Username and Password for other children in grades 7-12, you can **add** your incoming 6th grader to the eSchool form, using the same Username and Password, **linking** all of your children.
- **The same User ID/Name and Password will follow your child through high school**, unless you request to make a change.
- If you have any problems logging in, **forgotten your password**, or need to make any changes with your login information, please contact Mrs. Cindy Patrick at (607) 687-6233 or patrickc@oacsd.org.
- **There is no need to annually update your existing Username and Password if you have already established one in the system.**