

Q Mobile App – How To

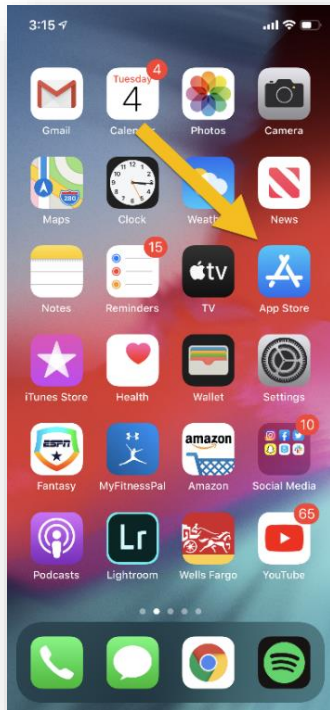
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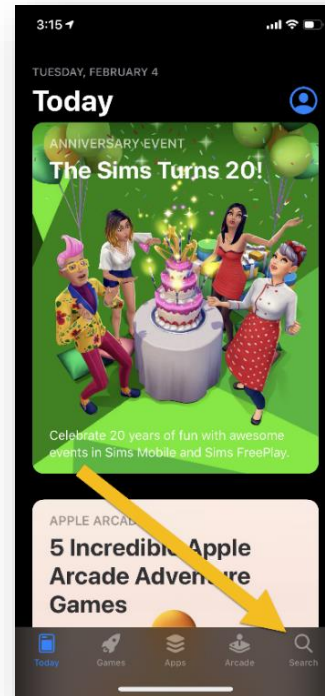
How to Download the Q Parent Connection Mobile App

Download on iOS (iPhone)

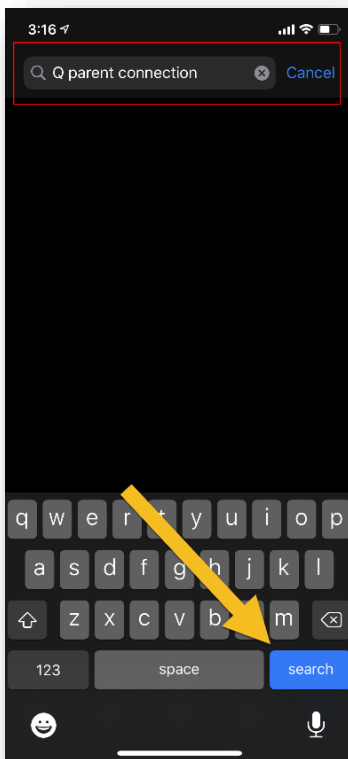
1. Launch the **App Store** on your iPhone.



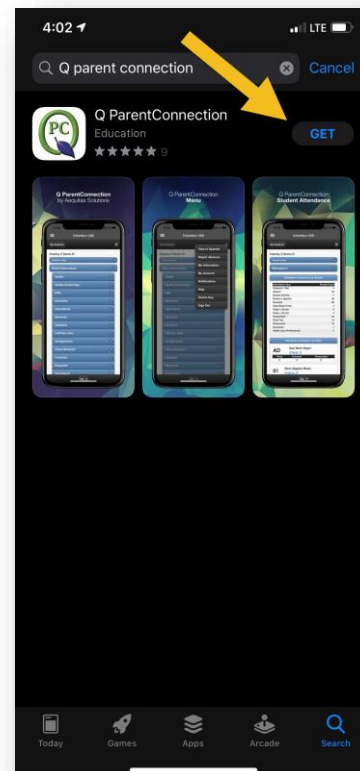
2. Click the **Search** icon.



3. Type **Q Parent Connection** and click **Search**.

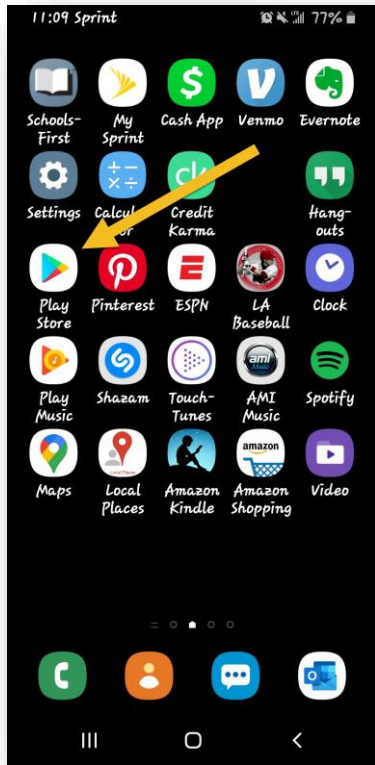


4. Select the **Get** button to download the app.

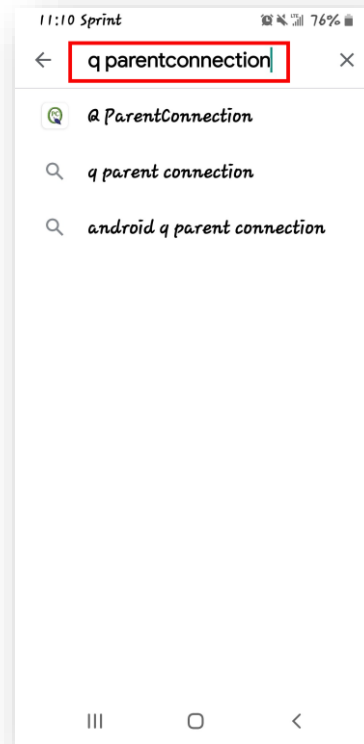


Download on Android

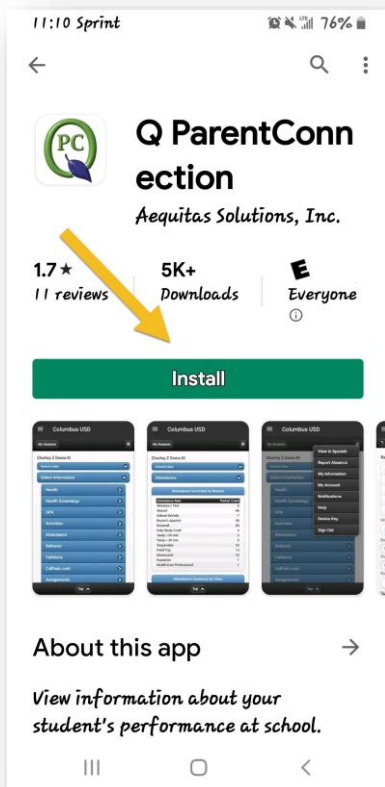
1. Launch the **Play Store** on your Android device.



2. Search for the **Q Parent Connection** app.



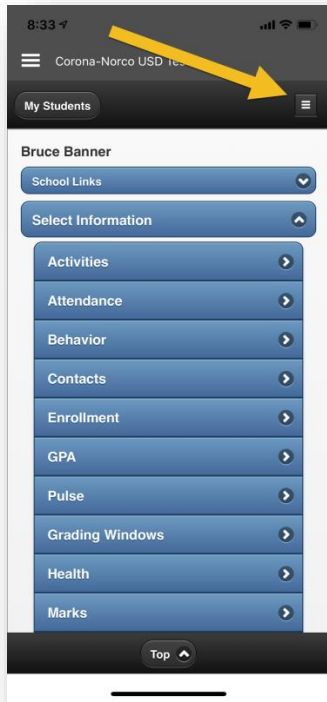
3. Click **Install**.



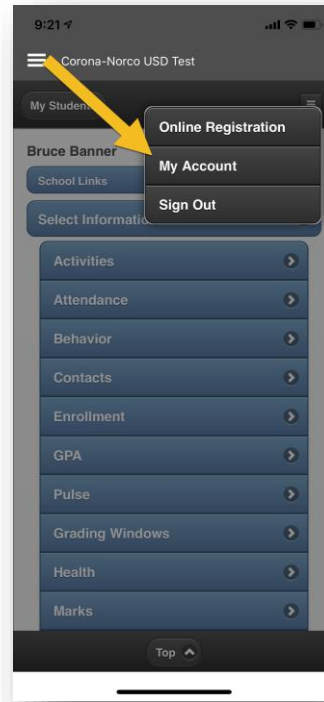
Changing / Resetting Your Password

Changing Your Password

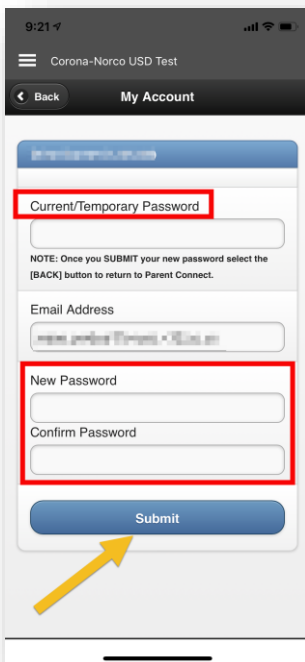
1. Select the **Menu** icon.



2. Select **My Account**.

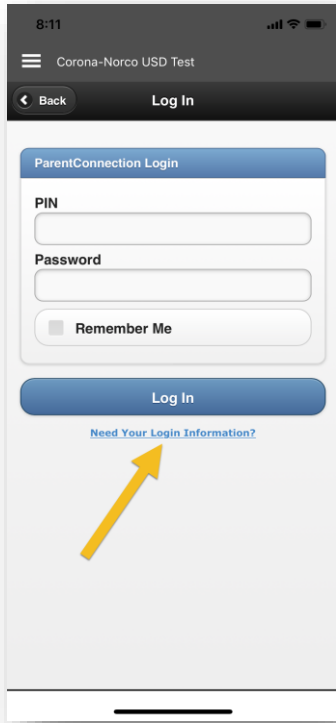


3. Enter your current/temporary password, enter your new password and confirm the new password, then click the **Submit** button.
(Password must be at least 5 characters. **)**

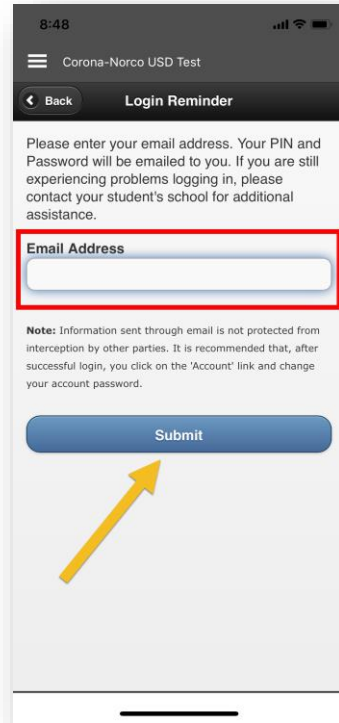


Resetting your PIN and Password

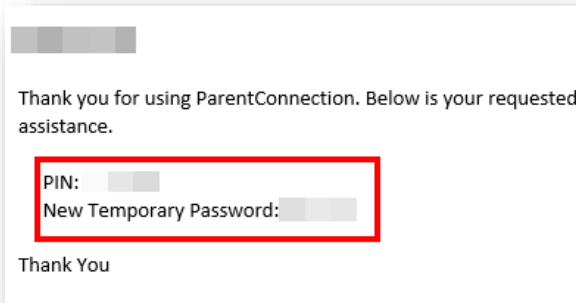
1. At the Login screen, select the **Need Your Login Information?** link.



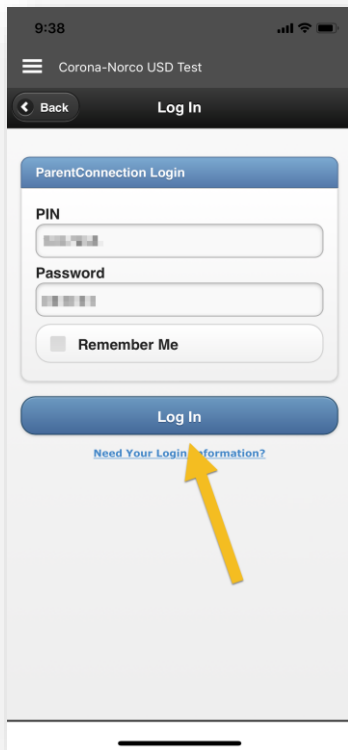
2. Type in your email address that is on file and click **Submit**.



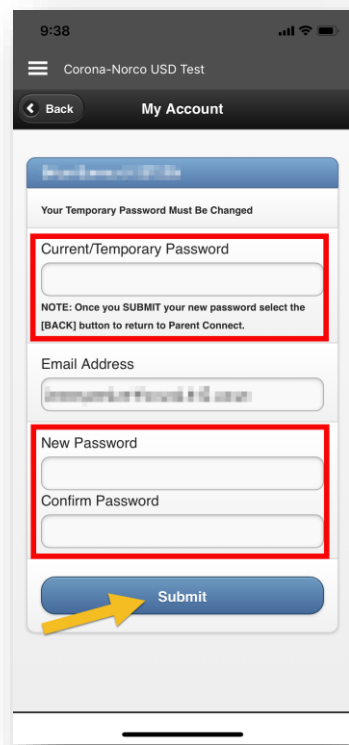
3. Check your email address on file to retrieve you PIN number and temporary password.



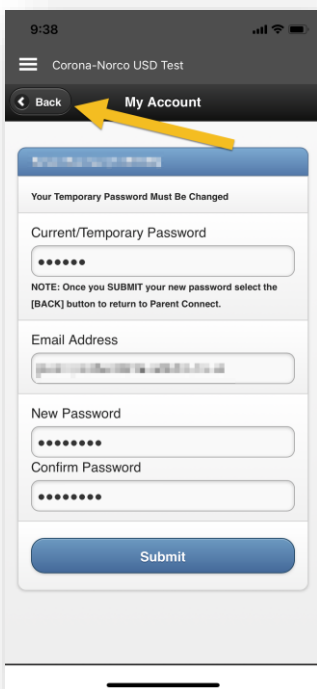
4. Enter your PIN and temporary password and click the **Login** button. (Optional: Click the **Remember Me** checkbox to avoid typing your PIN and Password every time you open the app.)



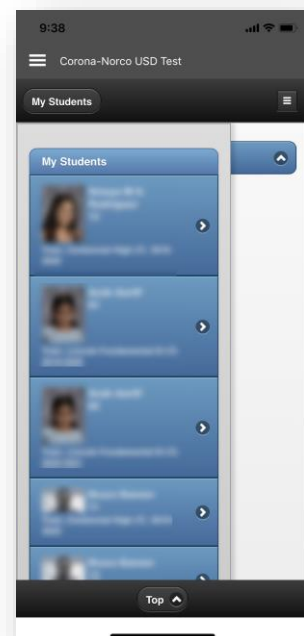
5. Re-enter your Current/Temporary Password, enter a new password, confirm the new password and click **Submit**. (**Password must be at least 5 characters. **)



6. After making the changes, click the **Back** button.



7. Your password is now changed, and you have access to your student's information.



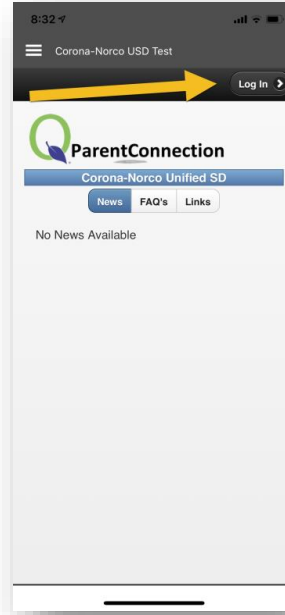
Setting a Device Key (Optional)

- A Device Key allows the user to create a simple passcode to login to the Parent Connection Application. Rather than only having the option to “Remember Me” or type your PIN and Password every time you open the app, setting a device key requires the user to enter the key every time they try to login to the application.

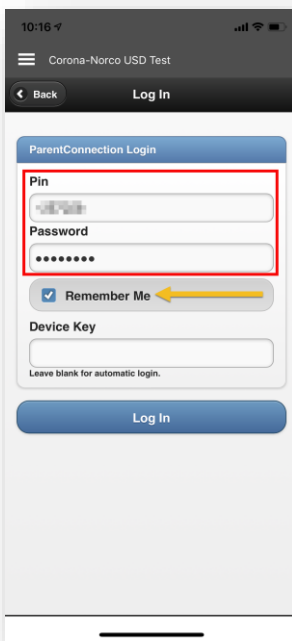
1. Select the **Q Parent Connection** app.



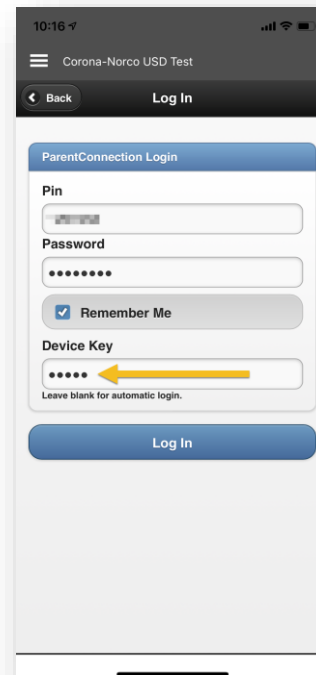
2. Click the **Log In** button.



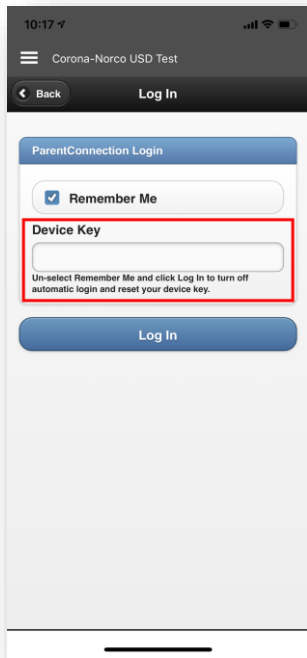
3. Fill out your PIN and Password and check the **Remember Me** checkbox.



4. Type in a password you would like to use for the Device Key and click **Log In**.

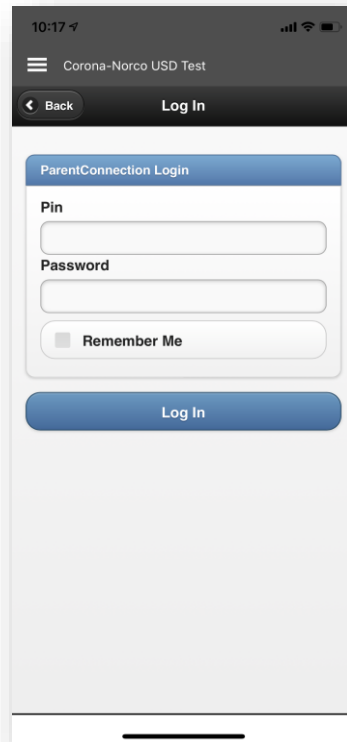
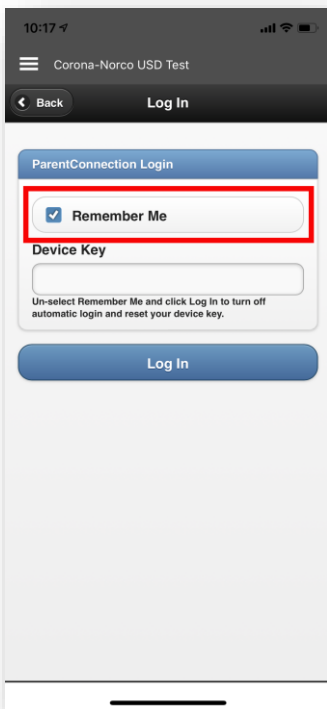


5. Now, when you open the Q Parent Connection Application, it will require the Device Key to login.



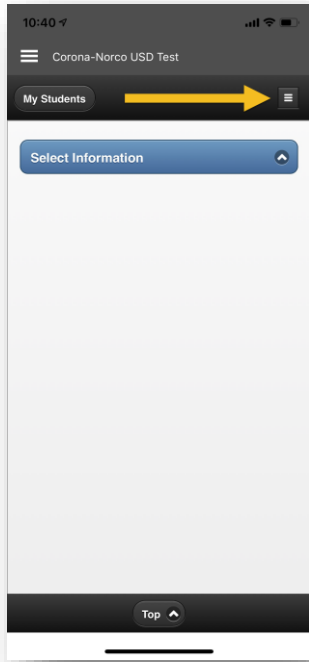
I Forgot my Device Key

1. Un-select the **Remember Me** checkbox at the login screen to turn off automatic login and reset your device key.
2. Enter your **PIN** and **Password**.

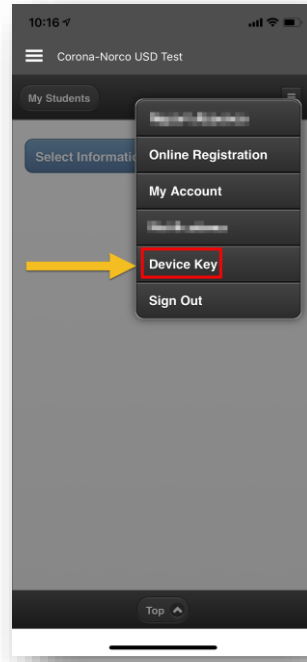


Turning Off Your Device Key

1. Select the Menu button.



2. Select **Device Key**.



3. Select **Yes** to turn off automatic login and reset the device key. (You can set it up again later if you'd like).



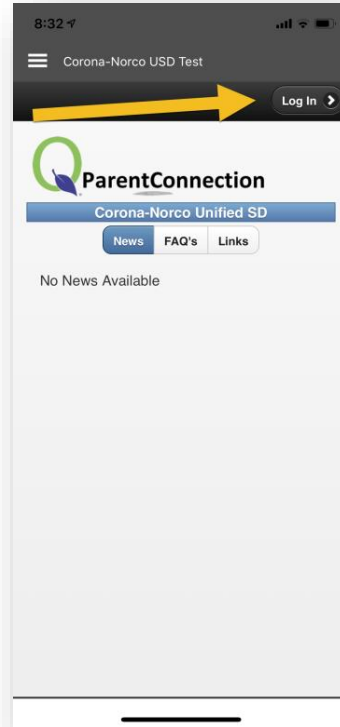
How to Navigate Through the App

Accessing Your Student's Information

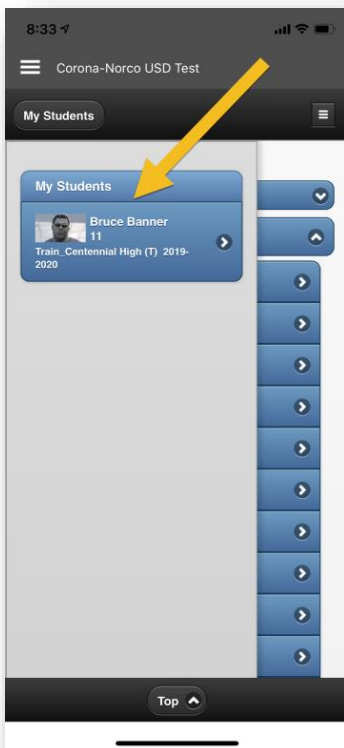
1. Select the **Q Parent Connection** app.



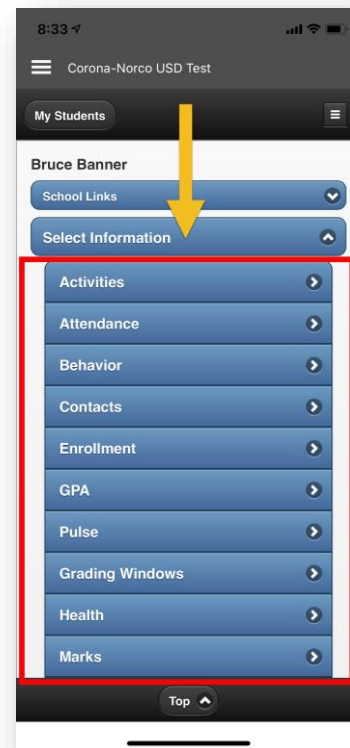
2. Click the **Log In** button.



3. Select your student.



4. After selecting your student, use any of the tabs to view information about that section.

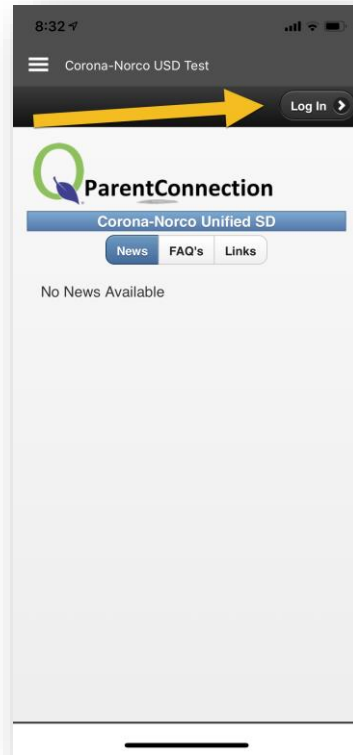


How to Access Online Registration

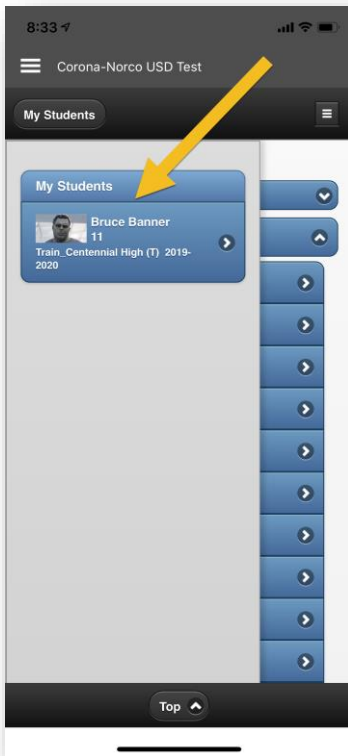
1. Select the **Q Parent Connection** app.



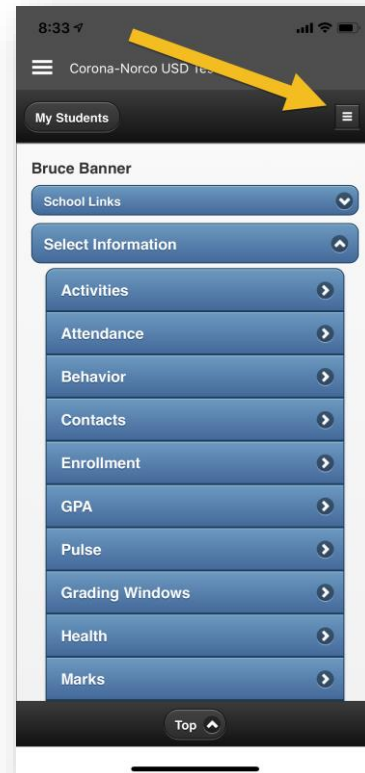
2. Click the **Log In** button.



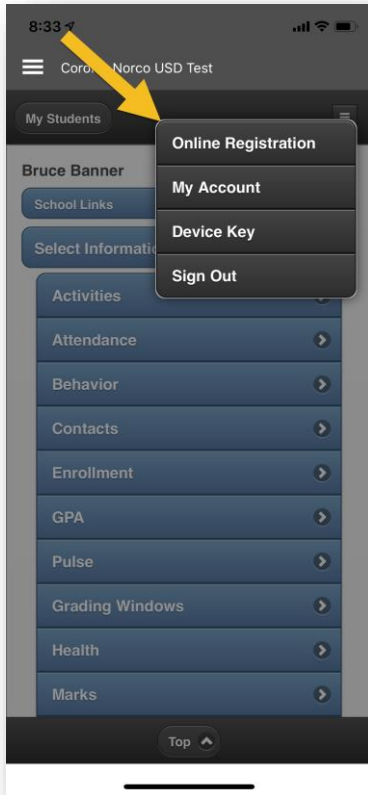
3. Select your student.



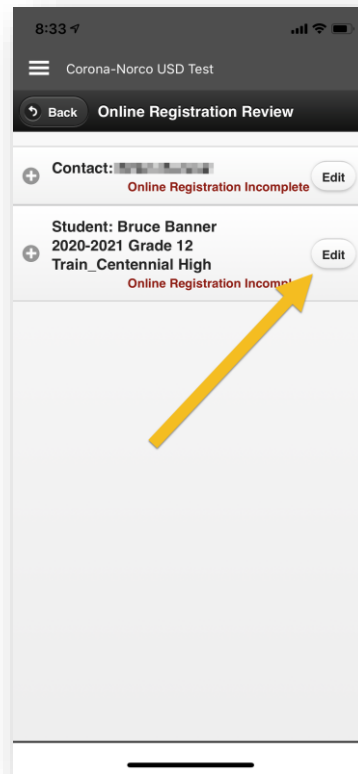
4. Select the **Menu** icon.



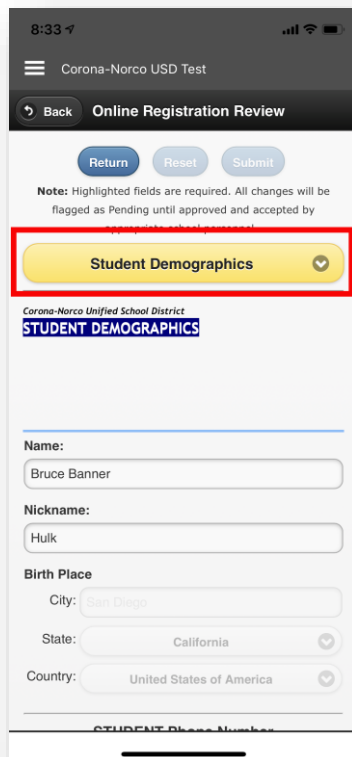
5. Select **Online Registration**.



6. Select **Edit** under your student.



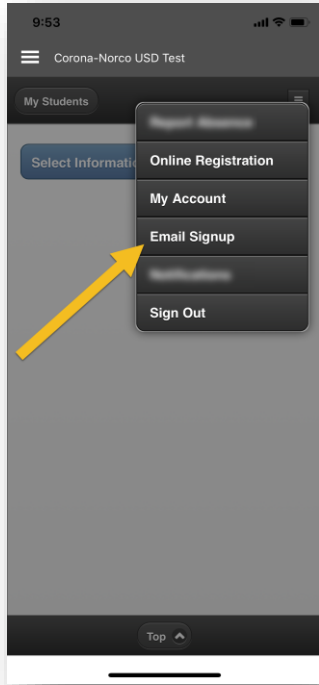
7. Complete all Online Registration sections by choosing the drop-down menu and filling out the required information.



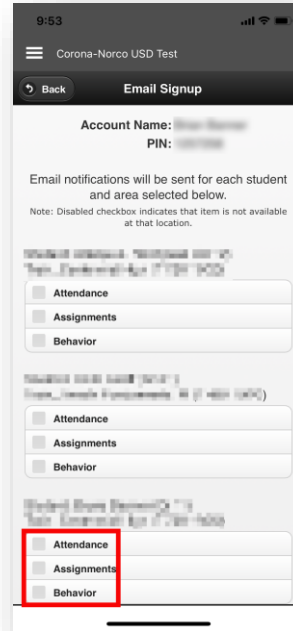
How to Setup Email Notifications

- Signing up for email notifications allows the user to receive a nightly email with information about their student. The nightly email signup gives user's the option to receive information about their student's Attendance, Assignments & Behavior.

1. Select the **Menu** icon and choose **Email Signup**.



2. Under your student, select the options you would like to receive a nightly email about. The options are **Attendance**, **Assignments & Behavior**.



3. After selecting the boxes, click the **Submit** button.

