

Introduction

Miami-Dade County Public Schools (M-DCPS) has initiated Students, Parents, Employees, and Community Portals. These Portals include valuable information about M-DCPS relevant to individual groups.

Users must agree to the acceptable use policy and register through Password Management (P-Synch) for Portal access.

Locating your Portal

Open the **Internet** browser to the **M-DCPS home page** at: <http://www.dadeschools.net>.



The **M-DCPS home page** contains general District information.

On the **M-DCPS home page**,

- ▼ Select the **Student, Parent, Employee, or Community** tab

The selected page will be displayed. It contains news, events, frequently viewed sites, and related resources.



- ▼ Select **Login to Portal**

On the **Portal Access** screen,

- ▼ **Log in** to the Portal

M-DCPS Acceptable Use Policy

The first time you access the Portal, the **M-DCPS Acceptable Use Policy** will be displayed for your approval. Please read the terms in detail.



If you agree to these terms,

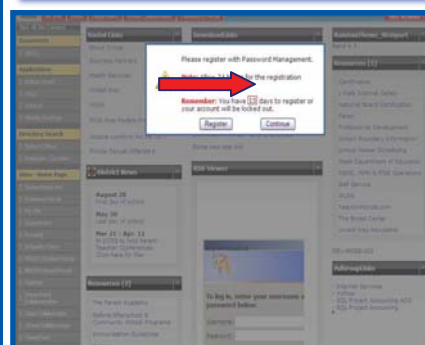
- ▼ Select **Accept**

M-DCPS requires all users to register through Portal Registration with Password Management (P-Synch). After registration, it takes 24 hours before you can change your password in P-Synch. **You have 15 days to register before your account will be locked out.**



If you decline the **M-DCPS Acceptable Use Policy**, you will not be able to enter the Portal and will be redirected to dadeschools.net.

Portal Registration with Password Management (P-Synch)



On the **registration pop-up box**,

- ▼ Select **Register**

The **Password Management (P-Synch)** page will be displayed with registration instructions. After registration, you will have access to the Portal. The registration screen will continue to appear for 24 hours until your registration has been completely processed.

If you select **Continue**, instead of **Register**, you can **temporarily** view the Portal. **You must complete the Portal Registration Password Management (P-Synch) process within the next 15 days.**

Whom to Contact for Assistance

For additional assistance with your Portal access, contact the appropriate department.