

Editing Email Information in ParentConnection

Step 1: Log into ParentConnection (<http://zangle.conejo.k12.ca.us/ParentConnect/>)



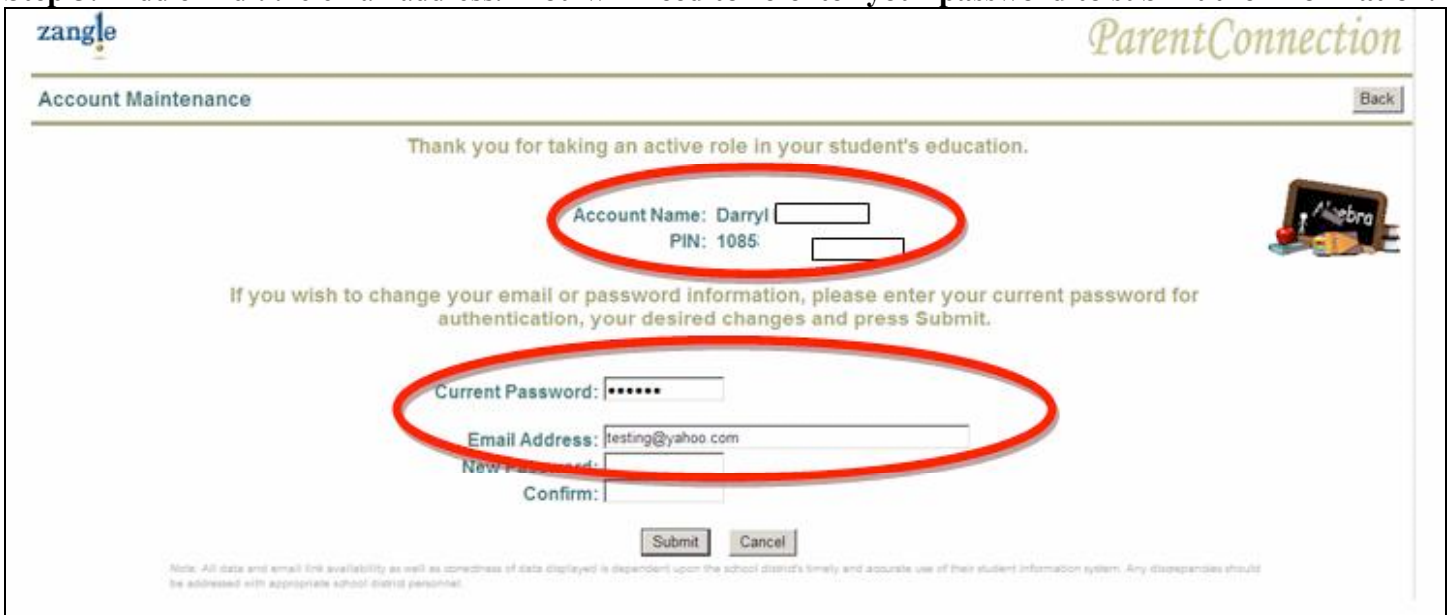
The screenshot shows the ParentConnection login page. At the top left is the zangle logo. The main heading says "Welcome To zangle ParentConnection". Below this is a login form with two input fields: "PIN" with the value "1085" and "Password" with masked characters. There are "Login" and "Reset" buttons below the form. At the bottom of the page, it says "Conejo Valley USD".

Step 2: Once in ParentConnection, look for the word **Account** in the upper right hand corner and click on it.



The screenshot shows the user dashboard after logging in. The user is identified as "Darryl" and "Student: Leah" (Grade 8, Colina Middle School). In the upper right corner, there are navigation links: "Account", "Help", "About", and "Sign Out". The "Account" link is circled in red. Below the navigation bar, there is a section titled "Please Make a Selection" with a zangle logo and a list of menu items on the left: "Demographics", "Contexts", "Transcript", "Teachers", and "Health".

Step 3: Add or Edit the email address. **You will need to re-enter your password to submit the information.**



The screenshot shows the "Account Maintenance" page. At the top left is the zangle logo and "ParentConnection" is written in a large font. Below the header, there is a "Back" button. The main heading is "Account Maintenance". A message says "Thank you for taking an active role in your student's education." Below this, the "Account Name: Darryl" and "PIN: 1085" are displayed, both circled in red. A message follows: "If you wish to change your email or password information, please enter your current password for authentication, your desired changes and press Submit." Below this message, there are input fields for "Current Password" (masked), "Email Address" (containing "testing@yahoo.com"), "New Password", and "Confirm". The "Current Password" and "Email Address" fields are circled in red. At the bottom, there are "Submit" and "Cancel" buttons. A small note at the very bottom states: "Note: All data and email link availability as well as correctness of data displayed is dependent upon the school district's timely and accurate use of their student information system. Any discrepancies should be addressed with appropriate school district personnel."