Creating a Parent Account

Note: Parents need to use the email that was provided to the school to create this account. Parents may access Schoology using the link in the Parent Portal 24-48 hours after the creation of their myBCPS parent account.

1. Using a CHROME browser, navigate to: [https://baltimore.focusschoolsoftware.com/focus](https://baltimore.focusschoolsoftware.com/focus)
2. Click Sign up now in lower right corner.
3. Enter the email address that was provided to the school and click Send Verification Code.
4. Open the email and locate the email correspondence from myBCPS B2C.
5. Copy the code from the email and enter it on the portal screen under Verification Code and select Verify Code.
6. After entering the code, users should continue by making a New Password, Confirm New Password and enter their First Name and Last Name, click Create Account.
7. Returning users should enter their username and password and click Sign in.
Creating a Parent Account – Using a Social Account

Note: Parents need to use the email that was provided to the school to create this account. Parents may access Schoology using the link in the Parent Portal 24-48 hours after the creation of their myBCPS parent account.

1. Using a CHROME browser, navigate to: https://baltimore.focusschoolsoftware.com/focus
2. Click either the Google or Microsoft button to make an account with your Google or Microsoft email.

3. Log-in to the account using the screen prompts to enter the email and password.
4. Enter the email address that was provided to the school and click Send Verification Code.
5. Open the email and locate the email correspondence from myBCPS B2C.
6. Copy the code from the email and enter it on the portal screen under Verification Code and select Verify Code.
7. After entering the code, users should continue by clicking Continue.
8. Returning users should click the Google or Microsoft button to sign-in.