



Focus es un nuevo programa de software que el Condado de Lee ha implementado en todo el distrito para la programación de clases, la asistencia y calificaciones. El programa ofrece a los padres la oportunidad de mirar las calificaciones (notas) de las asignaciones, de ver la información sobre la asistencia de sus hijos, así como los promedios actuales en todas las clases del/la niño(a).

Creando una Cuenta para Padres

(Google Chrome es el navegador preferido)

1. Acceda a la pantalla de registro Portal Focus para Padres al <http://focus.leeschools.net>
2. Haga clic en enlace bajo **ATTENTION PARENTS** (ATENCIÓN PADRES) **“Click here to create Focus Parent Portal Account”** (Haga clic aquí para crear cuenta para el Portal para Padres Enfoque)

Debe saber el número de estudiante de su hijo(a)

Username

Password

Parents: [Forgot Password?](#)

[Log In](#)

ATTENTION PARENTS
[Click here to create a Focus Parent Portal Account](#)
[Click here to add a child to an existing Focus Parent Portal account](#)

3. Haga clic en **“CREATE ACCOUNT”** (CREAR CUENTA)

FOCUS

Welcome to the School District of Lee County's Focus Parent Portal registration screen. After initial registration, you will be provided access to the Focus Parent Portal. This portal provides a real-time view of your child's grades and assignments.

To register for access you will need your child's Student ID and birthdate. You will also be asked to provide a valid e-mail address to activate your account. If you do not have an email address, you can create one for free at www.gmail.com.

If you do not know your child's Student ID number, please contact or visit your child's school.

[CREATE ACCOUNT](#)

[I have an Account Registered on the Parent Portal but would like to ADD A CHILD](#)

[I have Forgotten My Password and would like to generate a new one](#)



4. Provea **TODA LA INFORMACIÓN REQUERIDA**, haga clic en "submit" (enviar) **** Nota: Los empleados del Distrito Escolar del Condado de Lee no deben utilizar la dirección del correo electrónico de su trabajo en el distrito escolar al crear una cuenta para padres.**

The screenshot shows the FOCUS registration form. At the top, it says "Please enter your name exactly as it appears on your driver's license as well as a valid email address:". Below this are four input fields: "First Name:" (Required), "Middle Name:" (Optional), "Last Name:" (Required), and "Email Address:" (Required). A "Submit" button is located at the bottom of the form.

5. Escriba el número de estudiante de 8 dígitos y la fecha de nacimientos del niño(a). Haga clic en **"Add Student"** (Agregar el Estudiante)

The screenshot shows the FOCUS registration form for child information. It says "Please enter your child's information:". Below this are two input fields: "Student ID:" (Required) and "Student's Birthday:" (Required). The birthday field has dropdown menus for the month (January), day (1), and year (2015). There are "Cancel" and "Add Student" buttons at the bottom.

6. Usted puede hacer clic en **"ADD ANOTHER CHILD"** (AÑADIR OTRO ESTUDIANTE) o cuando se hayan añadido todos los estudiantes, haga clic en **"I am FINISHED adding students CREATE MY ACCOUNT"** ("He terminado de añadir los estudiantes CREAR MI CUENTA")

The screenshot shows the "Students" section of the FOCUS registration form. It features a large grey box with the text "Your child's name appears here" below it. Below the box are two links: "[I would like to ADD ANOTHER CHILD]" and "[I am FINISHED adding students CREATE MY ACCOUNT]".

7. ****IMPORTANTE: ANOTE EL NOMBRE DE USUARIO Y CONTRASEÑA ****

The screenshot shows the FOCUS registration form with a confirmation message. It says "Thank you for registering. your account has been created. You can now login using the credentials below:". Below this is a yellow box containing the following information: "Username: XXXXXXX@ZZZZ.com" and "Password: abc123xyz". Below the box is the text "This information will NOT be emailed to you, please write it down." and a link "[click here to LOGIN to the parent portal]".



8. Haga clic en el enlace debajo del nombre de usuario y la contraseña asignada para **"Log in"** (**"Entrar"**)

A screenshot of the FOCUS registration confirmation page. It features the FOCUS logo at the top, followed by the text "Thank you for registering. your account has been created. You can now login using the credentials below:". Below this, a box contains the following information: "Username: XXXXXXX@ZZZZ.com" and "Password: abc123xyz". A red warning message states "This information will NOT be emailed to you. please write it down." At the bottom, there is a link: "[click here to LOGIN to the parent portal]".

O ir a <http://focus.leeschools.net> para entrar

Restableciendo su Contraseña

1. "Nombre de Usuario" es la dirección de correo electrónico completa que usted nos proporcionó. Si usted no anotó la contraseña la primera vez que se inscribió o si ha olvidado su contraseña, haga clic en **"Parents: Forgot Password?"** (Padres: ¿Olvidó su contraseña?)

A screenshot of the Focus Parent Portal login page. It features a dark blue background with a grid pattern. There are two input fields: "Username" and "Password". Below the "Password" field is a link: "Parents: Forgot Password?". At the bottom right is a red "Log In" button. At the bottom left, there is a section titled "ATTENTION PARENTS" with two links: "Click here to create a Focus Parent Portal Account" and "Click here to add a child to an existing Focus Parent Portal account".

2. Verifique **la dirección de correo electrónico** en archivo. Usted debe recibir un correo electrónico **"If you have forgotten your Lee County Schools Parent Portal Password and requested a new one be generated for you please click the link below:"** (Si usted ha olvidado su Contraseña para el Portal para Padres de las Escuelas del Condado de Lee y pidió que se le diera una nueva, por favor haga clic en el siguiente enlace:
3. El enlace lo llevará a una pantalla de bienvenida que le permitirá cambiar su contraseña.



Cambiando su Contraseña

1. Haga clic en **"My Information"** (Mi información) mientras está conectado a Focus

A screenshot of the FOCUS portal interface. The top navigation bar includes "My Child", "My Information" (highlighted in yellow), and "Assignments & Grades". Below this, a dropdown menu for "My Information" is open, showing "My Profile" and "Preferences" (highlighted in yellow). At the bottom, there are two tabs: "Display Options" and "Password". The "Password" tab is active, showing three input fields: "Current Password", "New Password", and "Verify New Password".

2. Haga clic en **"Preferences"** (Preferencias) bajo "My Information" (Mi Información)

A screenshot of the FOCUS portal interface, similar to the previous one. The "My Information" dropdown menu is open, and "Preferences" is highlighted in yellow. The "Password" tab is still active, showing the three input fields for changing the password.

3. Haga clic en **"Password"** (Contraseña) en la etiqueta (tab) que aparece en la pantalla

A screenshot of the FOCUS portal interface. The "My Information" dropdown menu is open, and "Preferences" is highlighted. The "Password" sub-tab is highlighted in yellow, indicating it is the active sub-section. The three input fields for "Current Password", "New Password", and "Verify New Password" are visible.

Recuerde de guardar los cambios que hizo.