PARENT/GUARDIAN EDSBY SETUP GUIDE

EDSBY APP / COMPUTER ACCESS

Download the Edsby Mobile App on Google Play and the App Store.

For computer access, go to **https://spsd.edsby.com**

EDSBY INVITE FROM THE SCHOOL

Be sure the school has a current email address on file for you. Contact Student Services to update your information. The school will send an out invitation for you to create an account in Edsby.

SETTING UP YOUR EDSBY ACCOUNT

Once you get the invite to Edsby in your email, click on the link in the email.

You will be prompted on a second screen to enter and confirm a password. Your email address and username will already be entered.

Click **Create Edsby Account**. You'll be logged into your Edsby Account and a "Welcome to Edsby" message will be sent to your email address. The information for at least one of your children will be immediately visible to you.

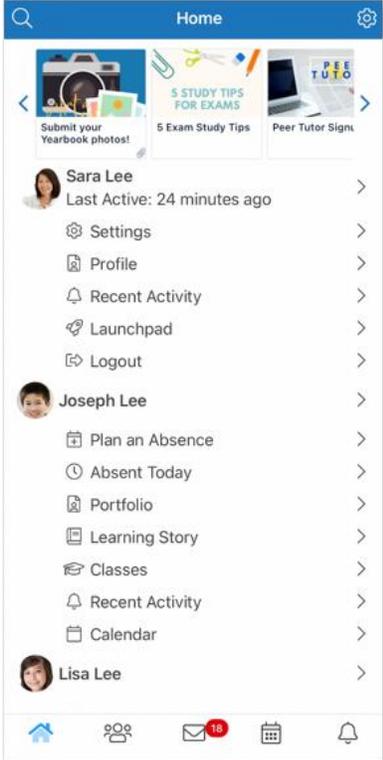In this screen, you'll need to type "spsd":
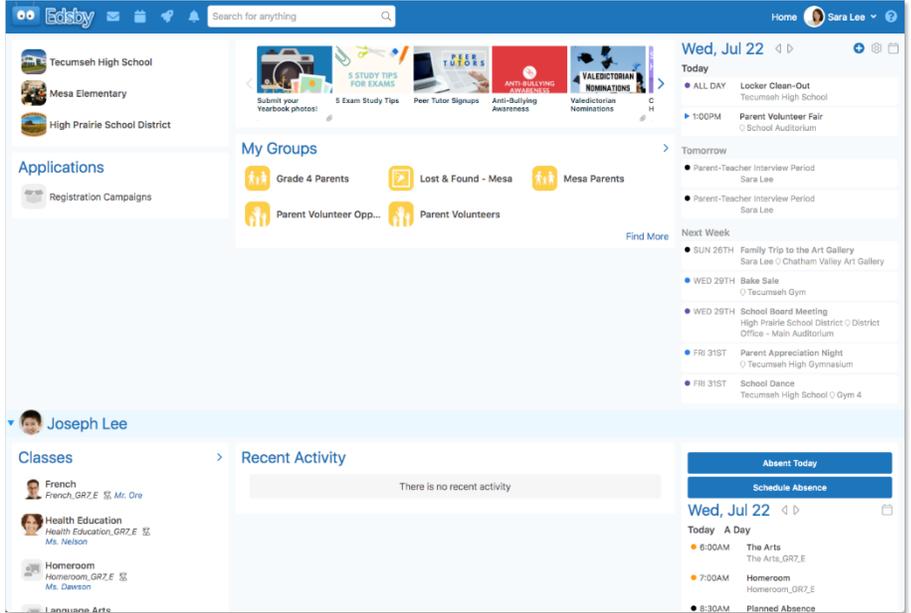
NAVIGATING IN EDSBY

The Home Screen is the hub of the Edsby experience.

From here, you can use the quick links to access the school news, schedule absences for your children, and view their Portfolio, Report Cards, Classes, Recent Activity, and Calendar.

PHONE VIEW   **COMPUTER VIEW**

LANGUAGE SETTINGS

Language settings can be changed in Edsby. Navigate to Settings. In the menu that opens, select Other Settings. This will provide you with the option to change your preferred language.

MORE EDSBY HELP

Click on this link: https://www.edsby.com/help/parents/ or find more Edsby tips on the Mount Royal Website.

Mount Royal Collegiate
Inspiring Learning
A Saskatoon Public School

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Contact Student Services if you need any additional help.

Mount Royal Collegiate Student Services   Phone: 306-638-7806   I   Email: froesejo@spsd.sk.ca