


# Parent Portal Mobile App – TxConnect

## Add your app to Home Screen



For **Android** or launch Chrome and open the website - [www.staffordmsd.org](http://www.staffordmsd.org). Tap the menu button and tap **Add to homescreen**. You'll be able to enter a name for the shortcut and then Chrome will **add** it to your **home screen**.

For **iPhones** or **iPads** launch Safari and open <https://txsuite20.txeis.net/tcm079910/Login.aspx>

Tap the bookmark icon , tap on “Add to home screen”, change shortcut name, now the shortcut will appear on your home screen.

If you have created an account, use the same sign in and login.

## Create an account on your mobile device

Once you add the app, you can create an account; you will need the student ID Portal letter from your student's school.

This is an eight-minute video tutorial on the txConnect mobile app:  
[http://youtu.be/HnUB\\_qThP6E](http://youtu.be/HnUB_qThP6E)

- Step1:      User name (between 6 to 9 alpha-numeric characters)  
             Password (between 6-9 characters, must contain at least 3 of the following character types: uppercase, lowercase, numeric, punctuation.  
             Confirm Password:  
             E-mail:  
             Once all field are completed, click **Next**
- Step 2:      Choose hint question and answer. Your answer is case sensitive.
- Step 3:      Add student. Use the Student ID Portal letter received from your student's school. Enter Portal ID (case sensitive), student's date of birth and click **Add**. Your student's name will show on the Added Student box.  
             If you have more than one student to add, you can do it here, click **Complete** once you finished entered all your students.

The summary page will be displayed every time you access the parent portal. You will see the student name(s) on the left of your screen, if you have more than one student, please select the student you would like to see. On the right hand side you will see the green bar where you can navigate to different screens. To set alerts to be sent to you via e-mail, click on Alerts, select the Subscribe to Alerts tab, select your alert preferences and click on Save Subscriptions

Summary Attendance Grades Assignments Discipline Assessments Immunizations **Alerts** My Account Logout

View Alerts Subscribe to Alerts

**Attendance Alerts**  
(changes to these values may take up to one hour before they are considered by the alert process)

**Unexcused Absences**

☐ Don't send me alerts.

☐ Send me an alert for the first occurrence of the day.

☒ Send me an alert for every occurrence.

**Excused Absences**

☒ Don't send me alerts.

☐ Send me an alert for the first occurrence of the day.

☐ Send me an alert for every occurrence.

**Tardies**

☒ Don't send me alerts.

☐ Send me an alert for the first occurrence of the day.

☐ Send me an alert for every occurrence.

**Average Alerts**  
Send me an alert when my student's average in any class falls below the following criteria.

☒ Failing ☐ Custom Custom Average Threshold

**Assignment Alerts**  
Send me an alert when my student receives any assignment grade in any class below the following criteria.

☒ Failing ☐ Custom Custom Assignment Grade Threshold

Also send me alerts for the following kinds of assignment grades:

☒ Incomplete Assignments

☒ Missing Assignments

**Alert Notification Type**  
How would you like to receive alerts?  ▼

If you register a mobile number, under the *My Account* tab, you can also select Text Message as your Alert Notification Type.

Save Subscriptions

Available languages: [English](#) [Español](#)

Feel free to navigate all screens to discover all the data you have at your fingertips.