<u>Instructions for Parent Portal Login for TouchBase Website</u>

In order to use the InTouch TouchBase for payments, a person must be logged in <u>as a parent</u>. Logging in using the students's id and password will not work. Parents may be directed to the District website at <u>www.cusd80.com</u>.

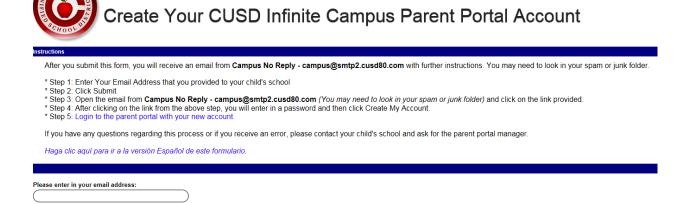
1. Click on the Parent Portal icon in the upper right corner.



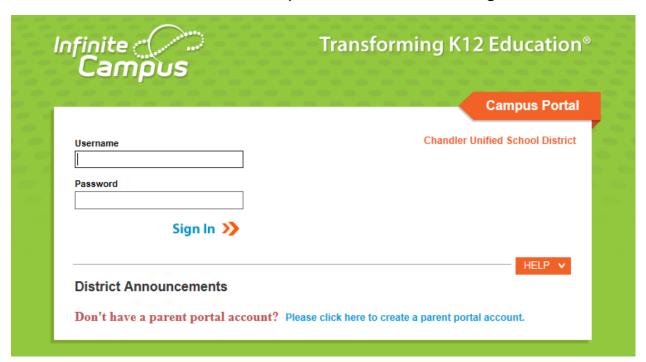
2. The parent will be directed to the Parent and Student Portal-Online Grades page. They can either click on the Create Parent Portal Account icon or the Portal Login icon, as applicable.



3. This is the screen that will display if the parent needs to create an Infinite Campus portal account. Parents should follow the step-by-step instructions.



4. This is the screen that will display if the parent already has a login. They will enter their username and password here and click Sign In.



5. Once logged in to Infinite Campus, the parents will see this information. They need to click on the InTouch HS Fee Payments link, which will direct them to the TouchBase shopping and payment screens.

