Instructions for Providing Access Codes to the Family Portal

- Family Portal launched in October 2021. The Family Portal provides a central location • for Florida families to access their students' statewide test results.
- All schools will need to provide an Access Code for each student.
- Schools can find students' Access Codes using the following steps:

Go to TIDE and navigate to the View/ Edit/Export Students option under Preparing	Complete the fields to find the student(s) for whom you need an Access Code. Click Search.
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View/Edit/Export Add Student	*School. Demo School 9000 - 99-9000
Use this page View/Edit/Export Students	Enrolled Grade None selected FLEID
Search for Upload Students	Search Fields: Select Additional Criteria Chosen:
∗ <mark>D</mark> Frequency Distribution Report → ✓	Remove All Remove Selected
*School: Demo School 9000 - 99-9000	Search

If you searched for multiple students, you will see a table with the Access Code for each student in the far right column. You can print or export the student information using the buttons under the blue Search Students bar. The Download Student Access Codes button displays a template that can be used to email codes for groups of students.

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If you searched for an individual student, the Access Code appears under the Student Demographics section.

District: 99 - Demo District 99	*Gender: 🖲 Male 🔿 Female
School: 99-9000 - Demo School 9000	*Section 504: 🖲 Yes 🔿 No
*Enrolled Grade: 03 V	*English Language Learner 🖲 Yes 🔿 No (ELL):
"Last Name:	·
DemoLast 🔠	*Primary Exceptionality: L - Gifted
*First Name:	*Testing Accommodations Yes No
DemoFirst	Listed on IEP or 504 Plan:
Middle Initial:	District Use:
	test89
FLEID:	Access Code:
DM098789868686	
*Birth Date (MMDDYYYY):	
11211990	

Schools should send the student's unique Access Code and first name as it appears on their school records to the student's family by a secure communication method.

Families need to follow these steps to log in to the Family Portal:

- 1. Go to: https://fl-familyportal.cambiumast.com
- 2. Enter the following to sign in to the Family Portal:
 - The student's unique Access Code
 - The student's date of birth
 - The student's first name as it appears on their school records

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Child's Informa	tion.				
6-Character Uniqu	ie Code				
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First Name					
By signing in you a	accept an	nd agree to	o the T	erms of L	lse.
SIGN IN					
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