

Campus Parent Portal

How to Create Your User Account and Log In



1. Using a computer with Internet access, go to the Great Neck Public Schools Web site (<http://greatneck.k12.ny.us>) and click **Campus Parent Portal** in the **GNPS Community Services** area.



2. Click the HELP button on the right side



3. Click on the link that says:

If you have been assigned a Campus Portal Activation Key, [click here](#)

4. Type in your Activation Key, which appears on the enclosed letter, and click the **Submit** button. You will have to enter this Activation Key only once to create your account.

Activating your Campus Portal account
Activating your Campus Portal parent portal account is easy. All you need is your Campus Portal Activation Key sent to you by your child's school.
Activation Key
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5. Enter a user name and password, and click the **Create Account** button. You must enter a unique user name and a strong password (i.e., a combination of at least eight letters, numbers, and other characters). An example of a strong password is Gre@tN3ck.

Write down your user name and password.

Campus Portal account creation successful!
Welcome, you are now ready to create your Campus Portal account. You must enter a user name and password that you will use to access Campus Portal in the future.
User Name

Password

Verify Password

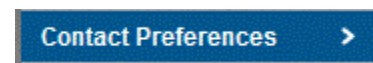
6. Once your account has been created, follow the link to the Portal login page. Enter your user name and password and click the **Log In** button. This is how you will log in from now on.

Already have a Campus Portal account?
User Name

Password

 [Problems logging in?](#)

7. After logging in, click on **Contact Preferences** on the lower left side



8. Enter or update your e-mail address if necessary, then click on the **Save** button.

Email Address:

The Campus Parent Portal is updated in real time and is easy to use. The information we show for each child is listed on the left, beneath the child's name, and is just a single-click away. If you have any technical questions or problems logging in, send an e-mail to infinitecampus@greatneck.k12.ny.us