



James Island
Christian School

FACTS Family Portal App

JICS Families,

We have exciting news to share! James Island Christian School has launched a new app that combines mobile access to FACTS Family Portal with other information parents need most often. With our new FACTS Family Custom app, your student's grades, attendance, homework, and more are right at your fingertips!

Just go to Apple's App Store or the Google Play Store (depending on your device type) and search for **James Island Christian School**. Click to install. You can also scan the QR code below. Be sure to allow notifications the first time you open the app. We'll use that feature for quick messages!

You'll need FACTS Family Portal login credentials to open some of the app's features. For example, if you open the app and click on Gradebook or Announcements, you'll see a message letting you know that the app wants to use RenWeb to sign in. Click continue and enter the same login credentials you use to open FACTS Family Portal on a browser. You'll then be able to open all features and you'll stay logged in for 30 days. (If you need help logging in, just click on the 'How to Log In' feature right in the app.) Don't have login credentials? Follow the instructions below for creating a new FACTS Family Portal Login.

This app will give our families better access to the information they need and use most, and we're excited to offer it! If you have any questions, please contact Alicia Gunst, agunst@jics.org or 843-795-1762.

Instructions for Creating a FACTS Family Portal Login

- Go to www.factsmgt.com
- Select **Parent Log in** from the menu bar and **FACTS Family Portal** from the drop-down menu.
- After the FACTS Family Portal Login screen opens, select **Create New Family Portal Account**.
- Enter the school's district code (**JI-SC**) in the District Code field.
- Enter in the Email field your email address of record with the school.
- Click the **Create Account** button.
- You will receive an email from FACTS SIS Customer Support containing a link that will allow you to create your username and password. For security purposes the link will remain active for 6 hours.
- Please click on the link. A Change/Create Password screen will open. You may use the default username provided or create a new username. Then type in your desired password into the Password field and Confirm field.
- Click on the **Save Username and/or Password** button.
- Close the window.
- You may now log into the Family Portal features of the app as instructed above. (You may also log into FACTS Family Portal in a browser.)

