

Accessing Your School-Level PALS Online Account

A Guide to Logging In & Retrieving Your District's Registration Code

Type www.wi.palsk8.com into the address bar of your internet browser.

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PALS Wisconsin Public Login

Announcements: Welcome to the Fall 2014-15 Assessment Window.

helpful links

- ▶ News You Can Use
- ▶ Creating a New Teacher Account
- ▶ Same Teacher: Changing Name, Email, or Password
- ▶ Benchmarks
- ▶ 2013-2014 PALS K-3 Assessment Calendar
- ▶ 2014-2015 PALS K-3 Assessment Calendar
- ▶ Professional Resources
- ▶ FAQs
- ▶ How to clear browser cache

Returning Users

Email

Password

[Forgot Your Password?](#)

LOGIN

New to PALS? Create an account.

Log in to your PALS Online account:

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LOGIN

New to PALS?

Create an account.

As a school principal or other school-level user, your account has already been created. Enter your email address and password to log in.

If you have forgotten or do not know your password, click the "Forget Your Password?" link, circled in red above.

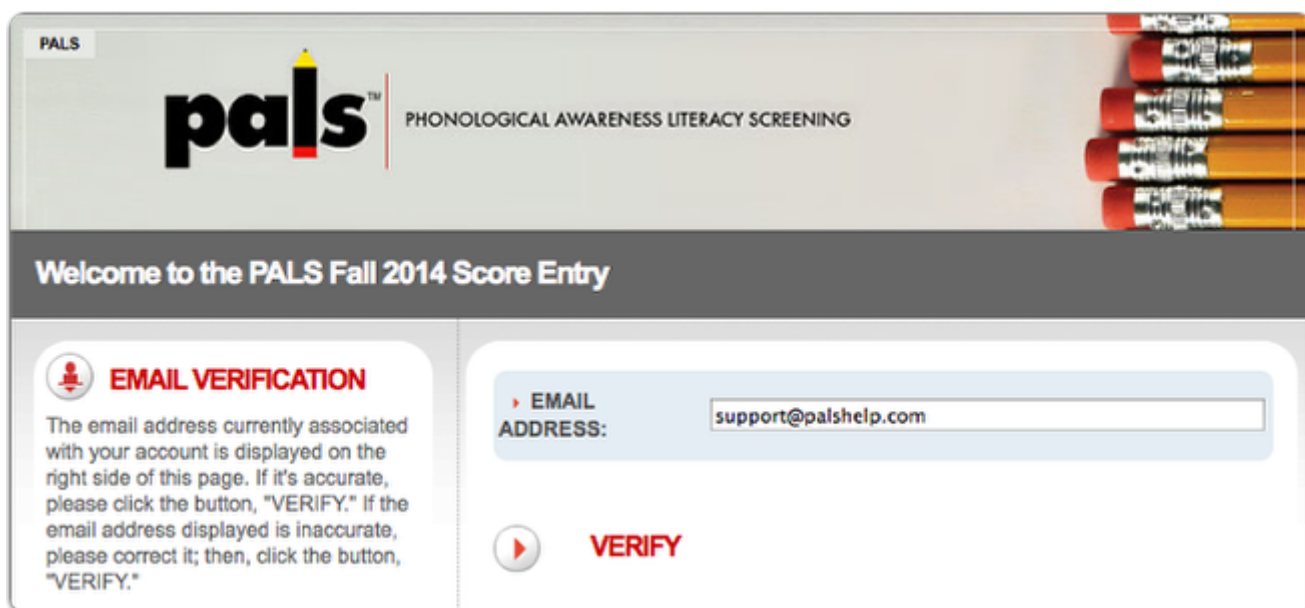
If you forget your password:



The screenshot shows a web interface for password recovery. On the left, a light blue box contains the heading '? FORGOT?' in red. Below it, text reads: 'Don't worry. It happens. Please submit the email address associated with your account and we will send you a link to reset your password.' At the bottom of this box is an 'Email:' label, a text input field, and a 'Submit Request' button. To the right of this box is a large white area featuring the text 'DON'T WORRY' in grey, a red 'X' over a hand pointing up, and 'WE'LL REMIND YOU.' in red.

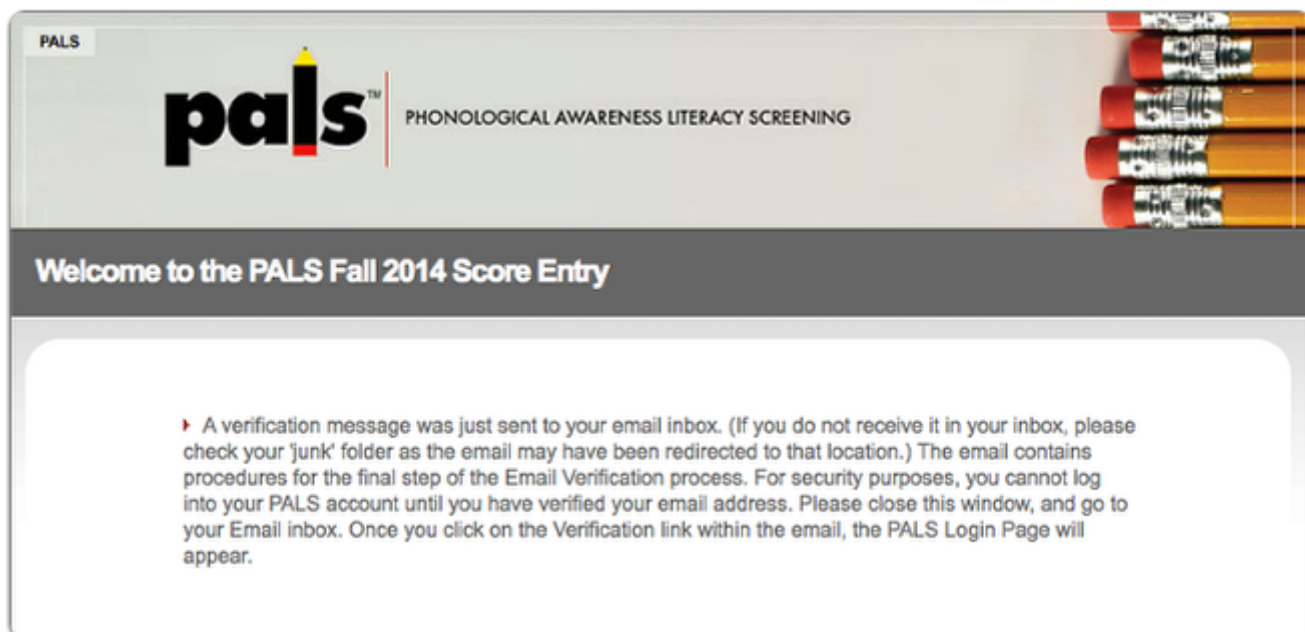
To receive a password re-set link, enter your email address in the box and click "Submit Request." An automated message from support@palshelp.com will arrive within a few minutes.

Verify your email address:



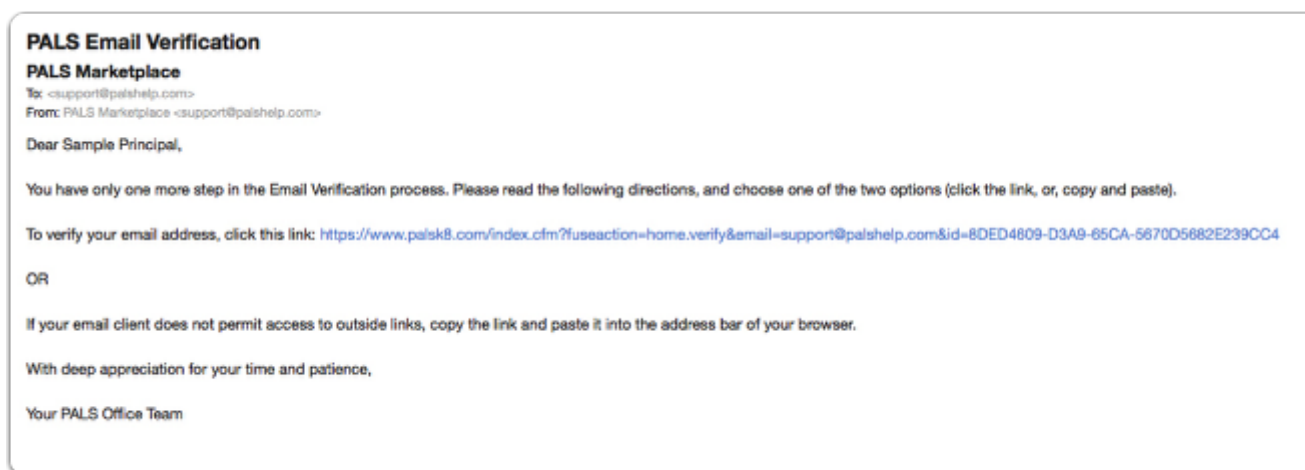
The screenshot shows the 'EMAIL VERIFICATION' page of the PALS marketplace. The header includes the PALS logo and the text 'PHONOLOGICAL AWARENESS LITERACY SCREENING'. Below the header is a dark grey banner that reads 'Welcome to the PALS Fall 2014 Score Entry'. The main content area is divided into two sections. On the left, under the heading 'EMAIL VERIFICATION' with a person icon, text explains that the email address currently associated with the account is displayed on the right, and users should click 'VERIFY' if it's accurate or correct it and click 'VERIFY' if it's inaccurate. On the right, there is a light blue box with the label 'EMAIL ADDRESS:' and a text input field containing 'support@palshelp.com'. Below this box is a red play button icon and the word 'VERIFY' in red.

The first time that you log in to your account, you will be asked to verify that the email address associated with your account is correct and valid. If the address shown on this screen is correct, click "Verify." If it is incorrect, type your correct email address into the box, and then click "Verify."



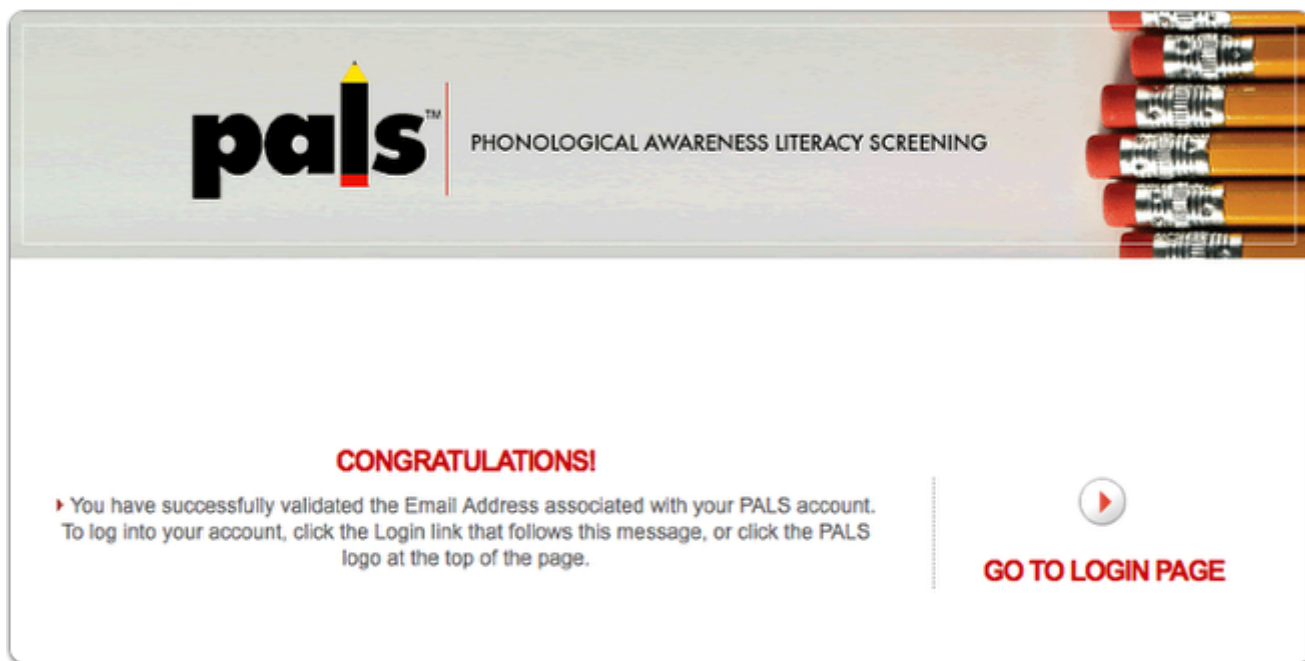
A system-generated email from support@palshelp.com will arrive within a few minutes. You must verify your email address before logging in to your account.

Click the link:



Once you have received the verification email, you can simply click the enclosed link to complete the email verification process.

Your email address has been verified.



You have now verified your email address. You only need to complete the email verification process one time! If you have accidentally sent yourself multiple email verification messages, please be sure to use the information in the *most recent* one that you received.

Log in!



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Returning Users

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LOGIN

[Forgot Your Password?](#)

New to PALS? [Create an account.](#)

Retrieve your registration code:

The screenshot shows the PALS Online School Admin Page. The top navigation bar includes tabs for ADMINISTRATIVE, LITERACY GROUPS, INTERVENTION, HISTORY+DATA, and QUICK CHECKS. Below this, the ADMIN section shows links for State Admin Page, Division Admin Page, and School Admin Page. The USER section displays the current user as Sample Principal, School: Testing School, Division: *Testing Division, and Division Representative: District Representative. The main content area is divided into three columns: TEACHER LIST, SCHOOL MANAGEMENT, and VIEW RESULTS. A red arrow points from the TEACHER LIST section to the 'Retrieve Registration Code' link in the SCHOOL MANAGEMENT column, which is also circled in red.

SCHOOL

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ADMINISTRATIVE | LITERACY GROUPS | INTERVENTION | HISTORY+DATA | QUICK CHECKS

ADMIN: ▶ State Admin Page | Division Admin Page | School Admin Page

Fall 2014

USER: ▶ Sample Principal | Division: *Testing Division | ACCOUNT INFO
▶ School: Testing School | Division Representative: District Representative | MANAGE CLASSES
LOG OFF

TEACHER LIST

Click on the teacher's name to view the teacher's account in the format a teacher sees. **Teacher's name not listed?** [Help/Show](#)

- ▶ Sample Principal P
- ▶ Justin Sample P K 1 2 3
- ▶ Test Teacher 1

SCHOOL MANAGEMENT

- ▶ Last Year's Account Information
- ▶ Current Account Information
- ▶ Manage Accounts
- ▶ Add or Transfer Students
- ▶ Transfer Request Status
- ▶ School Pool Student List
- ▶ **Retrieve Registration Code**

VIEW RESULTS

PreK:

- ▶ Site Summary Report

K-3 Summary of ID'd Students:


K 1 2 3


K-3 Student COW Report: **NEW**

K 1 2 3

This is your Administrative Tab. It is the main screen of your school-level PALS Online account. Click "Retrieve Registration Code" in the center column.

SCHOOL

 **PHONOLOGICAL AWARENESS LITERACY SCREENING**



ADMINISTRATIVE | LITERACY GROUPS | INTERVENTION | HISTORY+DATA | **RII QUICK CHECKS**

ADMIN: [State Admin Page](#) | [Division Admin Page](#) | [School Admin Page](#)

Fall 2014

USER: [Sample Principal](#) | [School: Testing School](#) | [Division: *Testing Division](#) | [Division Representative: District Representative](#)

[ACCOUNT INFO](#)
[MANAGE CLASSES](#)
[LOG OFF](#)

If the following email address is accurate, please click the "Send" button.
Your registration code will be emailed to you.

If the email address is inaccurate, please click the **ACCOUNT INFO** link in the upper right-hand corner and update your email address.

A system-generated email from support@palshelp.com will arrive within a few minutes. Your district registration code will be a combination of letters and numbers. This code is the same for your entire district and is required for new teachers to create their PALS Online accounts. Teachers who already have PALS Online accounts from last year will not need this code.