



**Create / Logging in  
to Your Account**

## Creating a Parent Portal Account

1. Request a **Person GUID** from Dan Johnson at KQA, by stopping by the computer lab during school hours. Please email ([djohnson@weldre5j.k12.co.us](mailto:djohnson@weldre5j.k12.co.us)) so that I have an idea when to expect you.

*NOTE: If you have children at more than one Weld RE5J school, you only need to request the Person GUID at one location. Once your account is established using the Person GUID, you will have access to all children for whom you are a parent or legal guardian.*

2. Navigate to the Infinite Campus Portal login site

- ✓ • Go to [www.kqatrailblazers.org](http://www.kqatrailblazers.org)
- ✓ • Select the **Infinite Campus Portal** icon.
- ✓ • Select **Login**.

3. Select the [click here](#) link from the prompt below:

### First time using Campus Portal?

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

4. Enter the **Person GUID** provided to you as the **Activation Key**.

### 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

{  -  -  -  -  }

Submit

5. Click **Submit**.

6. If you entered the **Activation Key** properly, the following screen will display. Select a **User Name** and **Password** for your Portal account.

**Campus Portal account creation successful!**

Welcome **Jim Everett**, 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**

7. Click **Create Account**.

8. The following screen will appear. Click the [Click here](#) link to be re-directed to the login page.

#### Campus Portal account creation

Congratulations! You have successfully created your Campus Portal account. [Click here](#) to enter Campus Portal login page.

### *Logging In To Parent Portal*

1. On the login page, enter your user name and password. Click **Log In**.

#### First time using Campus Portal?

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

If you do not have an Activation Key, [click here](#)

#### Already have a Campus Portal account?

**User Name**

**Password**

[Problems logging in?](#)