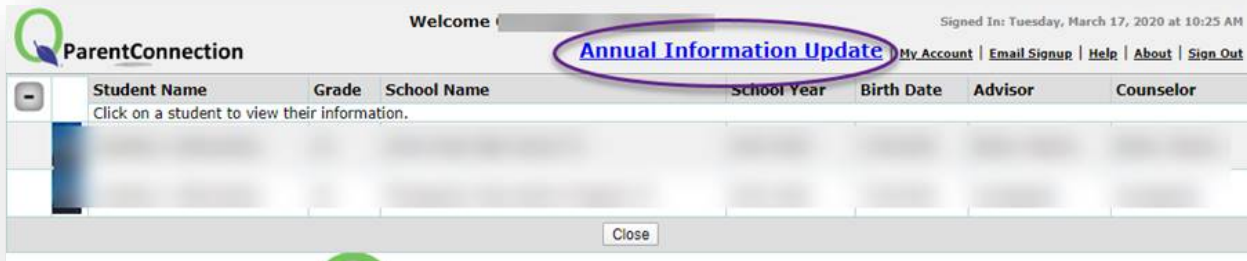
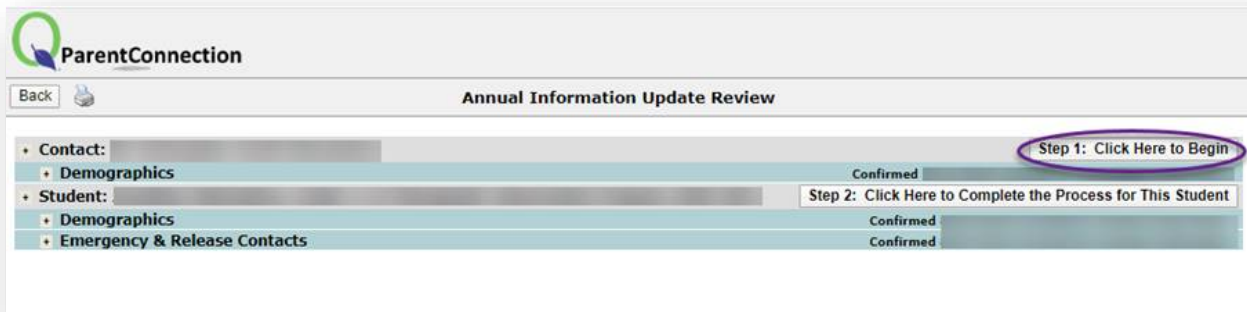


Change/Add Cell Phone in Parent Connect

1. Open a web browser and navigate to qweb.clovisusd.k12.ca.us/parentportal
2. Login with your ID and password (if you have forgotten either select “Need Your Log-in Information” link and follow the prompts).
3. Once logged in: Select Annual Information Update at the top



4. Select Step 1: Click Here to Begin



5. On the demographics page edit the existing cell phone number or select Add Phone to add a cell phone number. Once edits have been made select Submit.

Annual Information Update for Contact

Note: Highlighted fields are required. All changes will be flagged as Pending until approved and accepted by appropriate school personnel.

Demographics
 Additional Info
 Food Service Application
 Contact Confirmation

Name: Title First Name Middle Name Last Name Suffix
Email Address: _____
Employer: _____
Occupation: _____
Education Level: _____

Telephone Numbers:

Seq Number	Extension	Type	Unlisted Text Msg
X 1		Residence	<input type="checkbox"/>
X 2		Work	<input type="checkbox"/>
X 3		Cell Phone	<input type="checkbox"/>

[Add Phone](#)

I agree that I have reviewed all the information above and confirm that it is complete and accurate to the best of my knowledge.

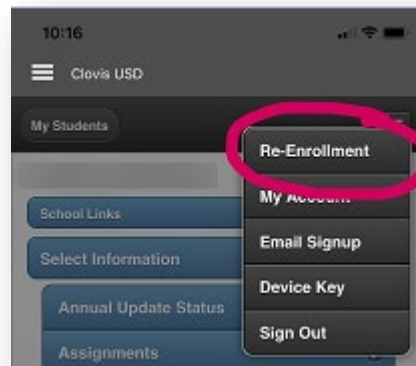
<<click the **SUBMIT** button in the upper left corner to proceed>>

Change/Add Cell Phone Parent Connect Mobile App

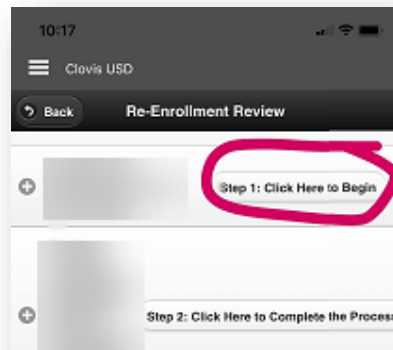
1. Login and select a student, click on the menu button in the right corner



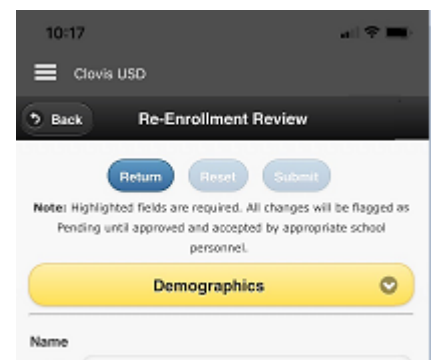
2. Choose Re-Enrollment



3. Click step 1



4. Once the application opens Demographics scroll down to phone numbers



5. Modify any existing cell phone numbers or add new ones. Be sure to follow all prompts to acknowledge changes.

The screenshot shows a mobile application interface for 'Re-Enrollment Review'. At the top, the status bar shows the time 10:17 and the location Clevis USD. Below the title bar, there is a 'Back' button and the title 'Re-Enrollment Review'. The 'Education Level' is set to 'Graduate School / Post Grad Trai'. The 'Telephone Numbers' section contains three entries: 'Nbr 1' (Residence), 'Nbr 2' (Work), and 'Nbr 3' (Cell Phone). Each entry has a 'Type' dropdown menu and two radio buttons for 'Unlisted' and 'Text Msg'. The 'Add Phone' button at the bottom of the list is circled in red. Below the form is a yellow confirmation banner with the text: 'I agree that I have reviewed all the information above and confirm that it is complete and accurate to the best of my knowledge.'