August 28, 2018

Edsby for FFCA Parents

As part of our continued efforts to optimize home-school communication at FFCA, we use a secure online tool called Edsby for communication and collaboration. Edsby is the Learning Management Platform that FFCA adopted as a jurisdiction across all our campuses beginning in 2016.

Parental involvement is a key part of our mission. We use Edsby as it provides increased functionality for the school in a user-friendly platform, while also providing a necessary level of security and privacy for staff, students and parents. Edsby works well for parents with multiple children at FFCA, whether at the same campus or spread across multiples.

If Edsby is new to you, you should have received one or more invitation emails to create an account within Edsby. Please remember that email invitations are specific to your personal email address, and you will receive one invitation per child. You will just need to follow the link to create the account using your email address as the login. Specific instructions are provided at the end of this document.

Edsby is a secure system, and the only way to create an account is through an invitation from FFCA Edsby which is sent to the current contact email(s) we have on record with your child's information. Your privacy is very important to us. If you have a different email, please update the email address in FamilyLogin or contact your campus.

We are looking forward to an exciting year of learning with your child(ren) and are confident this tool will assist in continuing to provide insight your into child(ren)'s education and daily classroom activities!

Activating your parent Edsby account.

1. No matter how many children you have in FFCA, you will receive an initial invitation to join FFCA Edsby. You <u>will receive one invitation for each child you have in FFCA</u>, but if you do not have an Edsby account the first invitation is used to create and activate your account.
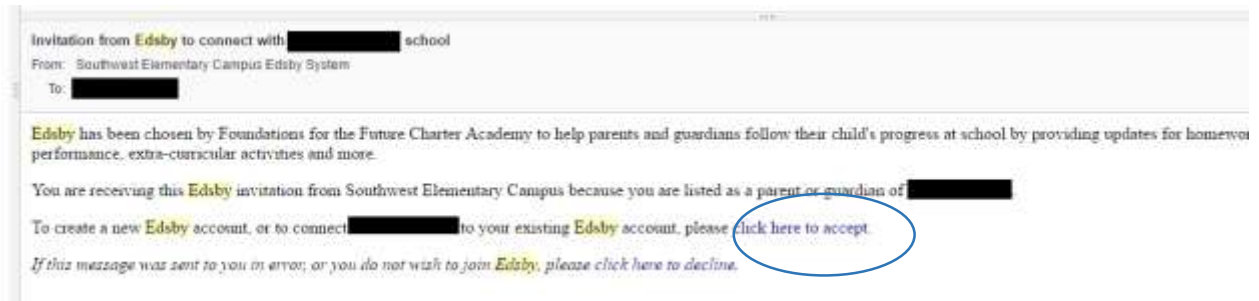

2. You will then be directed to <u>https://ffca.edsby.com</u>, at which point you will be prompted to **either use an existing Edsby account** or **create a new account**.

If it is your <u>first time logging in</u>, you will want to <u>create a new account</u>. If you have more than one child at FFCA you will receive a separate invitation for each child. After the first one, you should then select "Use an existing Edsby account". That way you will be able to see all your children's information with one Edsby account.

3. After your initial account is activated you should receive a confirmation email.
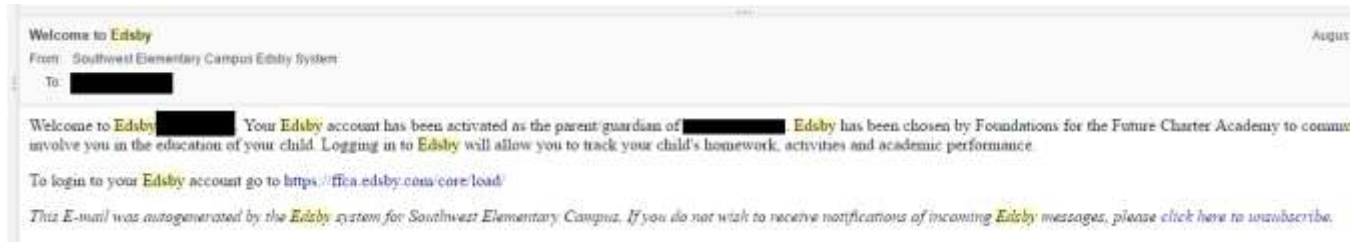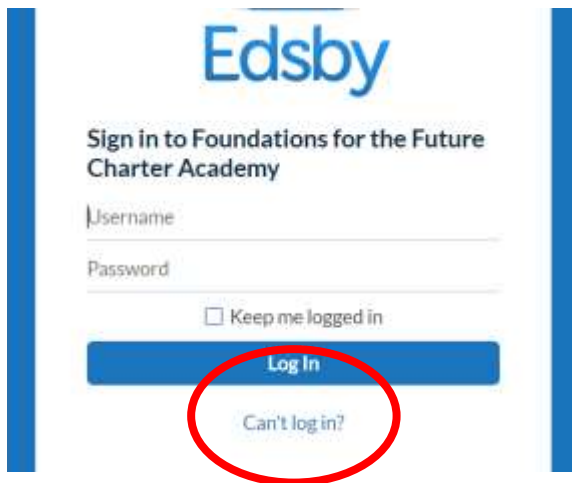

Once you have activated your account and added all children from received invitations, you can log in and see information about your child's classes.

There is also an app available for iOs and Android.

http://edsby.com/users/download-mobile-apps/

Password Resets

Simply select "Can't log in" on the login page to have a password reset request sent to your email.

For additional help there are useful documents and videos on the Edsby web site http://edsby.com/help/parents/