

# **Create an Otus Family Account**

#### STUDENT NAME: \_\_\_\_\_

### STUDENT CODE: \_\_\_\_\_

Step 1: Go to my.otus.com

Step 2: Click Create a New Account

	email	
	password	
	Remember me Forgot password:	2
	Create a New Account	
	Or log in with	
	GC 🗄	
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otus.com



# **Create an Otus Family Account**

#### Step 3: Choose FAMILY As The User Type

÷	<b>Hellotus!</b> What user type are you?	
	Student	
	Teacher	
	Family	
	Administrator	
	Continue	

#### **Step 4:** Enter Family Information and Click Continue

← Nice to Meet You	
John	
Smith	
US (+1) 🗸	
555-555-5555	
Continue	



### **Create an Otus Family Account**

#### Step 5: Create your login and click Finish!



#### Step 6: Click ADD A STUDENT

Stus		JOHN SMITH LOGOUT   PROFILE
<b>9</b> My Students	Ma Charlente	
Gradebook	- My Students	Add a Student
Classes		
Portfolio		
Learning Profile		
Blog		
Bookshelf		
Calendar		
? Help		
		Q



## **Create an Otus Family Account**

# **Step 7:** Enter the STUDENT CODE. Choose your relationship to the student in the menu. Click DONE when complete.

Stus	_				JOHN SMITH LOGOUT   PROFILE
<b>O</b> My Students	My Student	Add a Student		×	Add a Student
Gradebook	My Student	Student Code			
Classes		Choose Relationship	^		
Portfolio		Father			
Y Learning Profile		Mother			
Blog		Grandfather			
Bookshelf		Grandmother			
Calendar		Uncle			
? Help		Aunt			
		Guardian			•
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