## **Parent Pre-Registration Questionnaire Instructions**

Please complete a student-specific **Pre-Registration Questionnaire** to assist us in planning for the needs of your child. This questionnaire can be accessed by logging into your child's Single Sign- On or via Virtual Counselor.

This two-question questioner is asking you to choose your preference for your child's return to school and transportation requirements beginning August 19, the first day of the 2020/21 school year. Your response is needed by Monday, July 6.

## Accessing the survey from the child's Single Sign-On Launchpad

- 1. Open your browser for PC users use Firefox or Chrome and Mac users should use Firefox.
- 2. Go to https://sso.browardschools.com
- 3. Enter the User ID, which is your child's student # (example: 061234567)
- 4. Enter the Password. The default password is P + your child's birthdate (example: PMM/DD/YYYY). If your child has changed their password from the default birthdate password, you will have to ask them for the new password.
- 5. Clever may ask you to install a plugin to the browser. Say YES.
- 6. Click on the Virtual Counselor icon. You may have to search for it in the SSO search bar on the upper right corner of the page.
- 7. On the Virtual Counselor page, you will see the Pre-Registration Questionnaire

## Accessing the survey from Virtual Counselor

- 1. Open your browser for PC users use Firefox or Chrome and Mac users should use Firefox.
- 2. Go to https://www.browardschools.com/virtualcounselor
- 3. Select the Student Button on the left side of the page.
- 4. Enter the User ID, which is your child's student # (example: 061234567)
- Enter the Password. The default password is P + your child's birthdate (example: PMM/DD/YYYY). If your child has changed their password from the default birthdate password, you will have to ask them for the new password.
- 6. On the Virtual Counselor page, you will see the Pre-Registration Questionnaire