

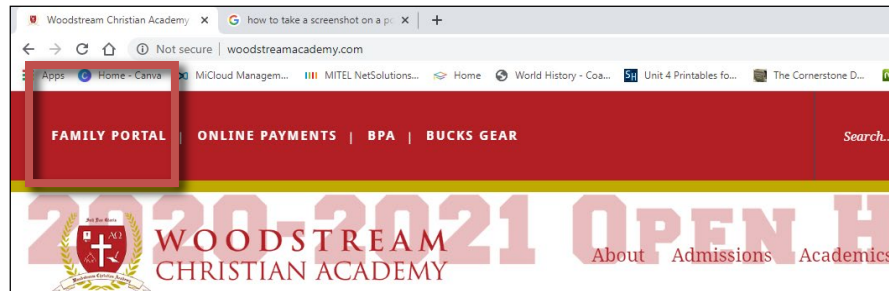


WOODSTREAM CHRISTIAN ACADEMY

9800 LOTTSFORD ROAD | MITCHELLVILLE, MD 20721
301-955-1160 (V) | 301-955-1169 (F)
WWW.WOODSTREAMACADEMY.COM
CHANCELLOR ROBERT A. WINGFIELD, D.D.

NEW USER LOGIN INSTRUCTIONS

1) Go to
www.woodstreamacademy.com
and select **FAMILY PORTAL**



2) Enter “WS-MD” for District Code

3) Click Create New Family Portal Account

RenWeb > Logins > ParentsWeb Login - Windows Internet Explorer

https://www.renweb.com/Logins/ParentsWeb-Login.aspx

File Edit View Favorites Tools Help

★ Favorites RenWeb > Logins > ParentsWeb Login

renweb
Powering School Systems Online
Serving schools since 1998.

RenWeb ParentsWeb Login

District Code:

User Name:

Password (case-sensitive):

[Forgot User Name/Password?](#)

[Create New ParentsWeb Account](#)

Powered By RenWeb [Student Information System](#)




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4) Enter your email address in the email field and click **Create Account.**

NOTE: the email address you enter must match what we have on file for you. If it does not match, you will receive an error message. Please visit the school office to have your information updated.



WOODSTREAM CHRISTIAN ACADEMY

Parents Web

RenWeb ParentsWeb Login

District Code:

Email:

An email has been sent to youremail@anywhere.com. Please check the email and click link provided to gain access to page where you can create your username and password. For security purpose that link will only be active for 6 hours.

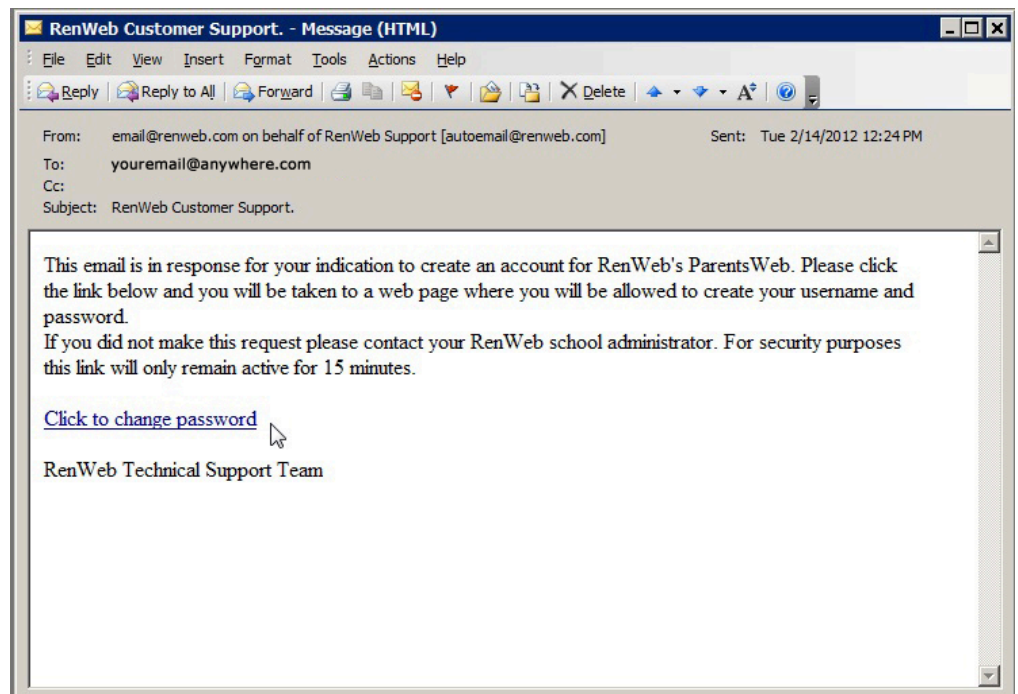
[Create Account](#) [Back to Login](#)

Powered By RenWeb [School Management System](#)

5) You will receive an email from RenWeb Customer support (not WCA).

Please make sure to check your "spam" and junk mail folders, in case your e-mail system flagged the message.

Click the link provided to change your family password.





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6) You will be directed to the Change/Create Password screen

**** Please note you can create ANY USER NAME you wish. ****

After you have typed your desired user name and password, re-type your password to confirm, and then SAVE.

https://www.renweb.com/renweb/ChangePassword.cfm?DistrictCode=WS-MD&email=bunderwood@woodstream - Windows Internet Explorer

File Edit View Favorites Tools Help

★ Favorites https://www.renweb.com/renweb/ChangePassword....

Change/Create Password

Name	Person ID	User Name	Password	Confirm	
Doe, Jonathan	123445	JDoe123		Save User Name and/or Password

7) Return to the [Family Portal](#) Login and enter the new UserName and Password **you just created**.

Click LOGIN

RenWeb > Logins > ParentsWeb Login - Windows Internet Explorer

File Edit View Favorites Tools Help

★ Favorites RenWeb > Logins > ParentsWeb Login

renweb

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Serving schools since 1998.

RenWeb ParentsWeb Login

District Code:
WS-MD

User Name:
|

Password (case-sensitive):
|

[Forgot User Name/Password?](#)

Parent Student Staff

Login [Create New ParentsWeb Account](#)

Powered By RenWeb [Student Information System](#)



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8) NOW WE NEED YOUR STUDENT'S EMAIL ADDRESS

Once you have logged in, you need to **enter your student's academy issued email address** (FirstName.LastName@woodstreamacademy.com) into our database to give them personalized access to their grades, homework, and class information. Click [WEB FORMS](#).

The screenshot displays the Woodstream Christian Academy website. At the top, the school's logo and name are on the left, and the motto 'Soli Deo Gloria' is on the right. Below the header, a red navigation bar contains the text 'Web Forms'. On the left side, there is a sidebar with a 'Logout' button and a menu for 'School Information' (including School Home, Calendar, Classes, Photo Gallery, Resource Documents, and Web Forms) and 'Student Information' and 'Family Information' sections. The main content area shows a 'Document / Form' section with a link to 'Student Email Update Form (click to update)'. A callout box on the right side of the main content area contains the text: '8a) Click STUDENT EMAIL UPDATE FORM'.



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9) Click **STUDENT EMAIL ADDRESS** next to each student you would like to give access.

Soli Deo Gloria

Web Forms

Johnny Doe	<input type="button" value="Student Email Address"/>
Jacob Doe	<input type="button" value="Student Email Address"/>
Jennifer Doe	<input type="button" value="Student Email Address"/>

10) After you type the email address, click **SAVE**

Web Forms

Doe, Jennifer

Student Email Address

11) **YOU ARE DONE!**