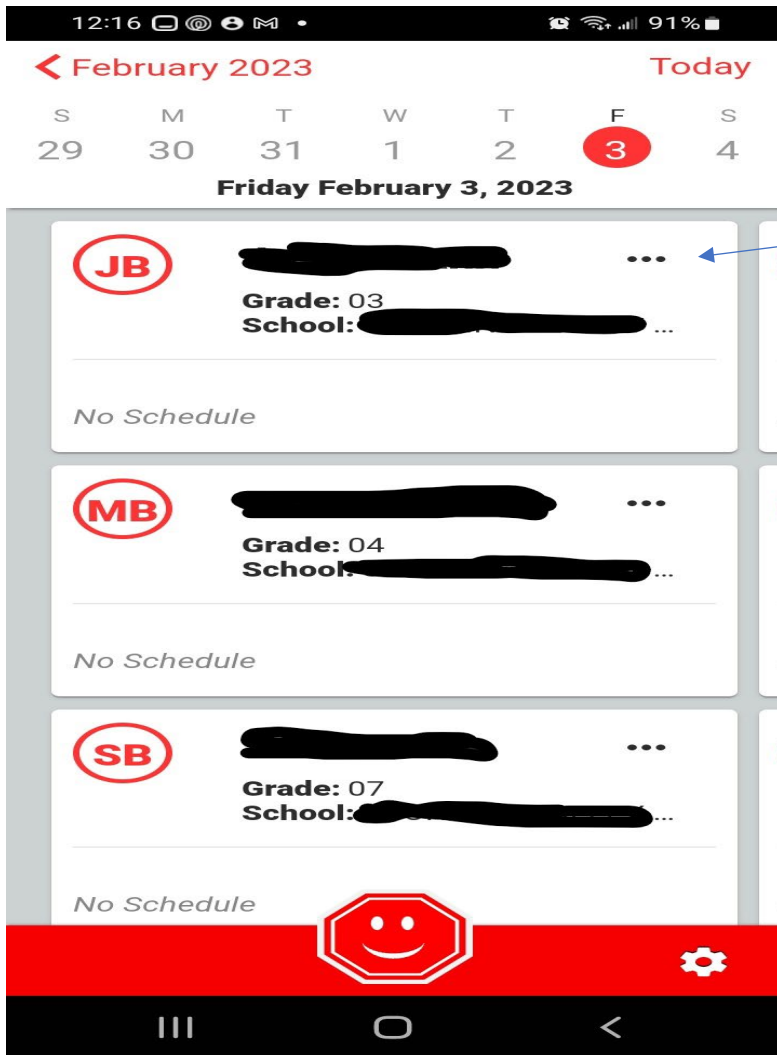
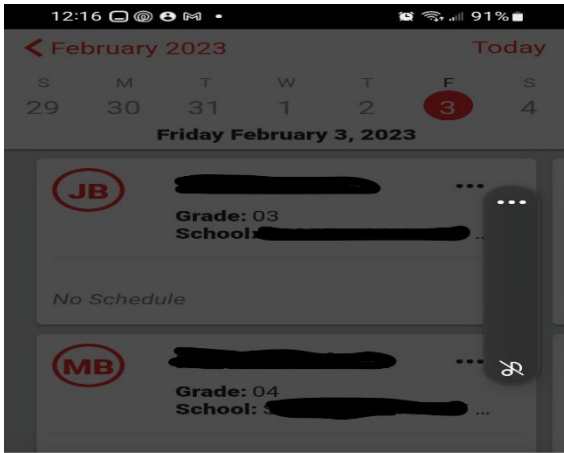


Share Access Guide

- Accessing Stopfinder is dependent on the accuracy of the Contact Information in the PowerSchool Parent Portal for each of your student(s).
- If you need to make any contact information updates in the PowerSchool Parent Portal, you can access this through the following link; <https://powerschool.hempfieldsd.org/public/>
- The top listed “lives with” contact in PowerSchool with a home phone number and email is considered the Primary Contact.
- The Hempfield Transportation Office sends an access link to the Primary Contact.
- Once the Primary Contact activates their account through this link, downloads the app, and gains access to their student’s information, the Primary Contact is the controller for managing Sub-Subscriptions.
- From the main screen, select the three dots beside your student(s) schedule;



- Select “Share Schedule”



- Map
View Map
- Message
Contact transportation department
- Share Schedule
Give others access to students sc...



- Complete the fill in sections and then select Share

Share Schedule Share

Subscriber Email *
Email of person to share subscription with

First Name *
First name of subscriber

Last Name *
Last name of subscriber

Cell Phone *
Cell Phone Number of subscriber

Start date
Optional beginning date for subscriber

End date
Optional end date for subscriber

Comments
Comments

- This may need to be completed for each of your students