

Thursday, June 8th, 2017

Dear Parent(s)/Guardian(s),

Please take note that, from now on, you will have access to your child's report card via the Fusion Parental Portal. We will no longer be sending paper copies home. Please follow the steps below to register for the portal.

Steps to follow to log on:

1. Go to the LBPSB website: <http://www.lbpsb.qc.ca>
2. Click on the Fusion logo on the left of the screen
3. If you prefer, you may visit our website at <http://dorset.lbpsb.qc.ca/> and click on the Fusion logo on the left hand side.



4. Select Parent/Guardian
5. Select Register
6. Enter your e-mail address (primary e-mail address that the school uses) - shown on the sticker
7. Enter your child's permanent code - shown on the sticker
8. Select Dorset Elementary School
9. Create and confirm a password of your choice
10. Select Register
11. You will then receive an e-mail confirming your registration with a link to follow to complete the registration

The Portal

- When you enter your Main page you will have many different icons on the screen, and a picture of your child.
- Click on one child's picture, this will give you access to report cards.
- If you have children at other LBPSB schools their information will also be available through your Fusion Portal account.
- This Fusion portal account will be used at all LBPSB elementary and high schools in the future.
- Every parent can create a Fusion Portal account which contains their own personal information and information for each of their children.
- If you do not have a registered email address at the school, please call Ms. Tania at 514-457-3631
- If you do not have access to the internet, please contact Ms. Tania and we will print you a copy