# PickATime - Creating a User Account

# (Teachers, Admin, Parents)

1. Go to: https://pickatime.com/granitesd

2. Click Login/Create Account

**Welcome to the Granite School District Online Scheduling System!**
You will need to login to schedule an appointment.

**NEW VISITOR:** Simply click "Login/Create Account" and answer the questions there.

**ALREADY REGISTERED:** Enter both your email and password and click "Login/Create Account".

Email Address

Password

Login/Create Account

Forgot Password

3. Fill out email, name and password information, then Click Ok to register.

**NOTE:** If parents don't have an email they can use a "fake" email (firstname lastname @ noemail.com). Obviously if they do this they will not get the reminders.

**Required fields must be filled in.**

| Granite School District requires the following information | |
|---|---|
| Email address * | |
| Confirm Email address * | |
| Your email address is also your login ID. Please double check that it is correct. | |
| First Name * | Stephanie |
| Last Name * | Mondragon |
| Password at least 6 characters * | |
| Confirm Password * | |

Required information is indicated by *

Click OK to register    OK    Cancel