

Teacher Handout - First Sign In

As a teacher, you can begin using the Progress Monitoring and Reporting Network (PMRN) to view reports after you have been given access by your school's Reading/Literacy Coach or principal. First, you must check your E-mail for a letter assigning you a User Name and temporary Password, which is required to access the PMRN. You will receive this shortly after your school's Reading/Literacy Coach or principal gives you access. The E-mail will have *New User Name & Password Assignment for PMRN* in the subject line. When you receive your User Name and Password, please follow these directions to Sign In to the PMRN and to change your Password. **You must complete this process before you are able to Sign In to the K-2 EST or 3-12 WAM.**

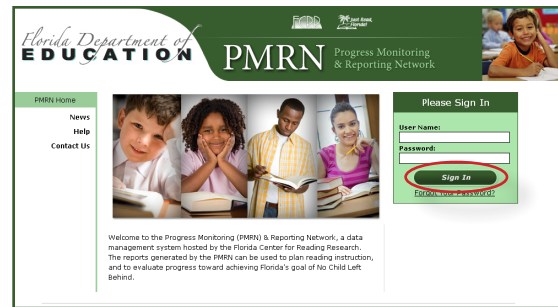
1) Sign In:

Go to the PMRN at: <https://pmrn.fcrr.org>

Note the "s" after "http". This indicates the site is secure for transmission of sensitive data.

Type your User Name and Password and click **Sign In**.

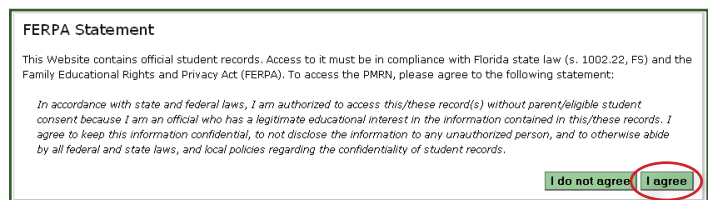
Note: You may use capital or lower-case letters. The Sign In page is not case-sensitive.



2) FERPA Statement:

Because the PMRN contains sensitive student and staff data, you will be asked to agree to the provisions of the Family Educational Rights and Privacy Act (FERPA) and Florida laws regarding access and disclosure of records within the PMRN.

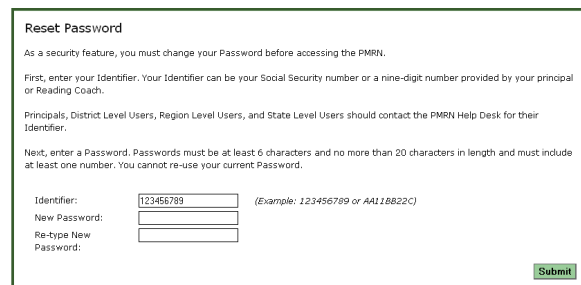
Click **I Agree** to continue.



3) Reset Your Password:

Follow the directions on this page to enter your Identifier, which is your Social Security number or PMRN Unique ID, and to change your Password to one you prefer.

Note: The Password must have at least six characters, with at least one being a number.



Remember to use your new Password the next time you Sign In. If you forgot your Password, click **Forgot Your Password?** on the Sign In page. Enter your E-mail address, and the PMRN will E-mail your Password directly to you.

About Social Security numbers: Florida school districts and the Florida Department of Education (FLDOE) use this number, and the PMRN's databases are based on those at FLDOE. This allows an important link between students, classes, and teachers, which is required to build class rosters and to provide data transmissions secure.