

PowerSchool Demographics Integration

Districts use PowerSchool custom page management to streamline demographics integration.

Steps *To setup demographics integration with PowerSchool:*

Tip You will need access to a PowerSchool Administrator account to setup this integration.

1. Download custom pages
2. Install custom pages
3. Create a SameGoal PowerSchool account
4. Enter PowerSchool information in SameGoal
5. Test

1. Download custom pages

Download the default custom page files below. Right click each link, choose **Save as...**, then save each file to a location of your choosing.


- **[students.powerschool.html](#)**
- **[uc_guardians.powerschool.html](#)**

Tip [uc_guardians.powerschool.html](#) extracts parent/guardian contacts stored as Unlimited Contacts in PowerSchool. If your district has not migrated all parent/guardian Custom Fields to Unlimited Contacts, also download [guardians.powerschool.html](#). This file extracts parent/guardian contacts stored as Custom Fields in PowerSchool and requires additional customization for your district. If your district already has a customized [guardians.powerschool.html](#) file installed in PowerSchool, leave this file installed (in addition to [uc_guardians.powerschool.html](#)) until all parent/guardian Custom Fields have been migrated to Unlimited Contacts.

2. Install custom pages

Login to your PowerSchool Administrator account.

- In the left menu, visit **System** (under **Setup**).
- On the **System Administrator** page, visit **Page and Data Management**.
- On the **Page and Data Management** page, visit **Custom Page Management**.
- In the **Site Structure** pane, expand **admin** then **functions**.
- Right click the **functions** folder. Select **Upload**.
 - Click the **Choose File** button and browse to the location of **students.powerschool.html** saved in step 1.
 - Click the **Submit** button.
- Repeat these steps for **uc_guardians.powerschool.html**.

 **Tip** If your district has not yet migrated all parent/guardian Custom Fields to Unlimited Contacts, repeat these steps for your customized guardians.powerschool.html file.

3. Create a SameGoal PowerSchool account

SameGoal uses an account with minimal access privileges to automatically log into PowerSchool nightly and retrieve a fresh copy of basic demographic information generated via these custom pages.

Login to your PowerSchool Administrator account.

(a) Create samegoal group

- In the left menu, visit **System**.
- On the System Administrator page, visit **Security**.
- Visit **Access to Page Permissions**.
 - In the **Turn modify permissions** dropdown, select **On**. Click **Submit**.
 - You will be redirected to the **Security** page.
- On the **Security** page, visit **Groups**. Click the **Add Groups** button in the top right. This page is optimized for adding multiple groups, but we only require one. Enter
 - Number of groups to add: *1*
 - Prefix group names with: *samegoal*
 - Group name preview will show group name of **samegoal** with a number (we will change later). Click **Submit**.

- You will be redirected to the **Groups** page.
- On the **Groups** page, use the **Filter** to search for the group you added. When located, click it.
- On the **Edit Group** page, set
 - Group Name: *samegoal* (remove numbers)
 - Access Level: *No Access*
 - Can Modify Schedules: *No, not at all*
 - Uncheck any other options or set them to **No Access** on this page.
 - Scroll to the bottom of the page and click **Submit**.

(b) Create samegoal user account


- In the left menu, visit **New Staff Entry**.
- On the **New Staff Member** page, enter
 - Name (Last): goal
 - Name (First): same
 - ID: samegoal
 - Click **Submit**.
- Click **goal, same** user account.
- In the left menu, visit **Security Settings**
- Visit the **Admin Access and Roles** tab.
 - Sign in to Administrative Portion of PowerSchool: *check*
 - Admin Username: *enter username of your choosing*
 - Admin Password: *enter password of your choosing*
 - Default Group: *samegoal*
 - Roles and Schools: *add **Home School** and **District Office***
 - Click **Submit**.


(c) Grant samegoal account access to custom pages


Modify your URL bar to visit: **[https://\[your-powerschool-host\]/admin/functions/students.powerschool.html](https://[your-powerschool-host]/admin/functions/students.powerschool.html)**

- Scroll to the bottom.
- Click the **Modify access privileges for this page** link.
- Find the samegoal group and select **View-only**.
- Click **Submit**.

Repeat steps for: **[https://\[your-powerschool-host\]/admin/functions/uc_guardians.powerschool.html](https://[your-powerschool-host]/admin/functions/uc_guardians.powerschool.html)**

 **Tip** If your district has not yet migrated all parent/guardian Custom Fields to Unlimited Contacts, repeat these steps for your customized guardians.powerschool.html file.

 **Tip** Custom page may take a long time to load.

 **Tip** If the **Modify access privileges for this page** link does not display, changes to **Access to Page Permissions** in (a) may not have had time to propagate. Recheck this access permission was set to **On** and/or wait for it to take effect.

4. Enter PowerSchool information in SameGoal

If you do not have a SameGoal admin account, email tier2help@samegoal.com the following information:


- Admin URL: *URL of your district Powerschool Administrator instance (eg: <https://district.powerschool.com/admin/>)*
- Username: *username from previous step*
- Password: *password from previous step*
- Guardian Flags: Whether guardians should be limited to those with "Lives With" or "Is Custodial" flags in PowerSchool.

If you have a SameGoal admin account:

- Login to SameGoal using an admin account.
- Navigate to **Settings > District Information > Details**.
- Under **PowerSchool**, enter the above information.
- Click the **Save** button.

 **Tip** Only encrypted (HTTPS/SSL) admin URLs are allowed.

5. Test

 **Tip** It may take up to 24 hours after PowerSchool information has been entered in SameGoal for the demographics integration to run (and for students/guardians to appear in the SameGoal web interface). If you would like to trigger a faster run for the purposes of debugging, email tier2help@samegoal.com.

Expected results: After the integration has run successfully, student and parent demographics of enrolled students will populate SameGoal. After the integration has run

successfully at least once, ask your staff or tier2help@samegoal.com to inspect a handful of students in SameGoal. If the integration does not succeed:

- Verify you can login using the Admin URL, username and password entered in SameGoal.
- While logged in, verify you can visit both URLs below. Each page should generate demographic information without error:
 - **`https://[your-powerschool-host]/admin/functions/students.powerschool.html`**
 - **`https://[your-powerschool-host]/admin/functions/uc_guardians.powerschool.html`**
- If either page cannot be accessed, recheck Step 3 (especially 3c) was completed.
- If none of the above points to the source of the error, the issue may be data-specific. Contact tier2help@samegoal.com for assistance debugging.