

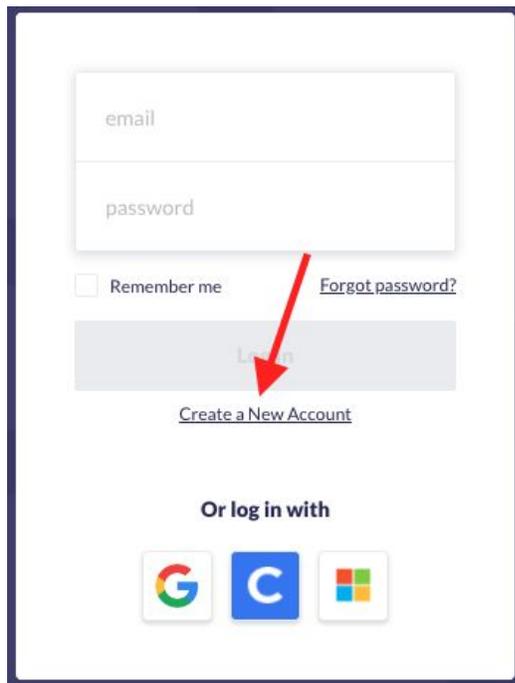
# Create an Otus Family Account

**STUDENT NAME:** \_\_\_\_\_ **STUDENT CODE:** \_\_\_\_\_

*Note:* Your student already has an Otus account that has been created by the school district. Please use **your own name and email address** when creating your family account.

## Step 1:

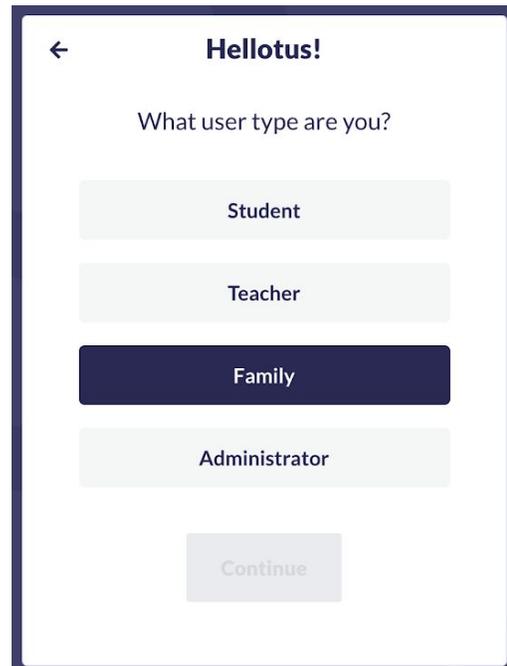
Go to [my.otus.com](https://my.otus.com) and select **Create a New Account**.



The screenshot shows the Otus login interface. It features two input fields for 'email' and 'password'. Below these fields are a 'Remember me' checkbox and a 'Forgot password?' link. A 'Login' button is present, with a red arrow pointing to it from the 'Forgot password?' link. Below the 'Login' button is a link for 'Create a New Account'. At the bottom, there is a section titled 'Or log in with' with icons for Google, Canvas, and Microsoft.

## Step 2:

Select **Family** as the user type.



The screenshot shows the 'Hellotus!' user selection screen. It asks 'What user type are you?' and provides four options: 'Student', 'Teacher', 'Family', and 'Administrator'. The 'Family' option is highlighted with a dark blue background. A 'Continue' button is located at the bottom of the screen.

## Step 3:

Complete the required fields.

**Nice to Meet You**

John  
Smith  
US (+1) ▼  
555-555-5555

Continue

## Step 4:

Create your Login and click Finish.

**Create Your Login**

jsmithparent@otus.com  
.....

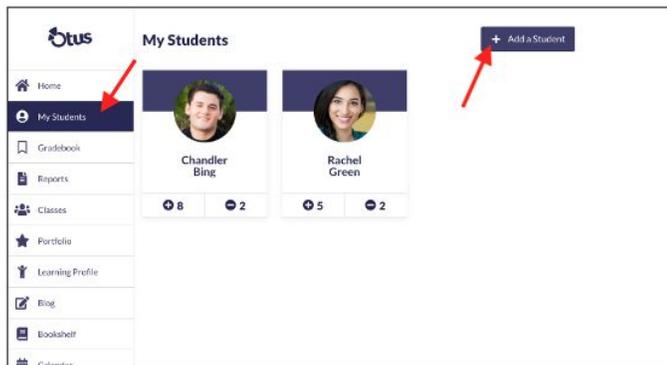
- ✓ At least 8 characters in length
- ✓ Contains an uppercase letter
- ✓ Contains a lowercase letter
- ✓ Contains a number

.....

Finish!

## Step 5:

Navigate to the **My Students** tab.  
Select **+ Add a Student**



## Step 6:

Enter the **Student Code**, choose your **Relationship**, then select **Done**.

