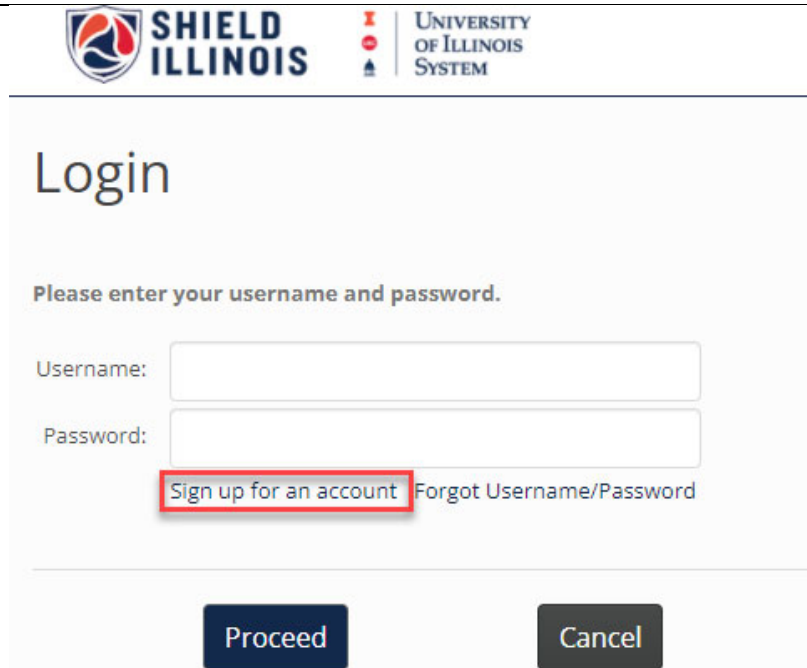


SHIELD Illinois Family Portal Directions

Please follow these directions to set up your SHIELD portal and link your students to your account. If you have any questions, please call (217) 265-6059.

Step 1

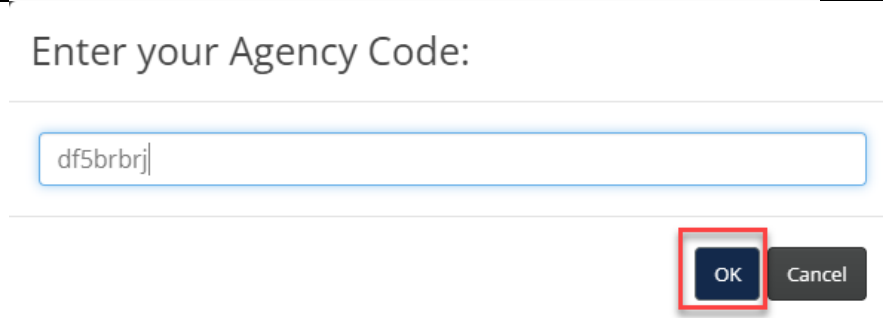
Go to the [SHIELD Portal](#) and click **Sign up for an account**.



The login page features the SHIELD Illinois logo and the University of Illinois System logo at the top. Below the logos, the word "Login" is prominently displayed. A prompt asks the user to "Please enter your username and password." There are two input fields: "Username:" and "Password:". Below the password field, there are two links: "Sign up for an account" (highlighted with a red box) and "Forgot Username/Password". At the bottom, there are two buttons: "Proceed" and "Cancel".

Step 2

Enter our agency code (**df5brbrj**) into the box and select **Ok**.



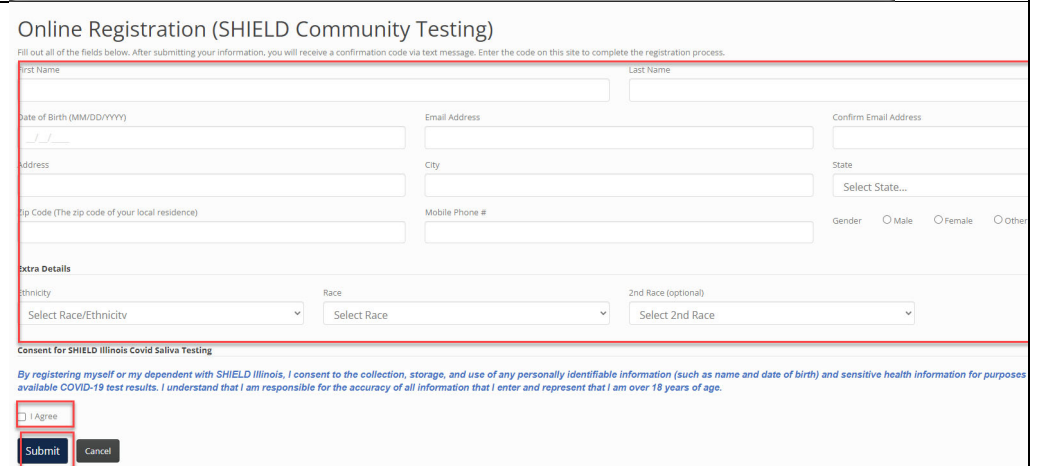
The form titled "Enter your Agency Code:" has a single text input field containing the code "df5brbrj". Below the input field, there are two buttons: "OK" (highlighted with a red box) and "Cancel".

Step 3

Complete the online registration form by filling in your **First Name, Last Name, Date of Birth, Email, Address, City, State, Zip Code, Phone Number, Gender, and Race/Ethnicity**.

Read the consent statement and select **I Agree**.

Then select **Submit**.



The registration form is titled "Online Registration (SHIELD Community Testing)". It includes a small instruction: "Fill out all of the fields below. After submitting your information, you will receive a confirmation code via text message. Enter the code on this site to complete the registration process." The form fields are organized into sections: "Personal Information" (First Name, Last Name, Date of Birth, Email Address, Confirm Email Address, Address, City, State, Zip Code, Mobile Phone #, Gender), "Extra Details" (Ethnicity, Race, 2nd Race (optional)), and a "Consent" section. The "Consent" section includes a checkbox for "I Agree" (highlighted with a red box) and "Submit" and "Cancel" buttons.

SHIELD Illinois Family Portal Directions

Step 4

The system will send a verification code to your mobile phone number and email address. Enter that code in the box and select **Submit**.



We have sent a registration code to 630- via text message and to @gm

Verify Code

Submit Go Back Re-send Code

Step 5

Create and confirm your password. Then select **submit**.



Thank you for verifying your phone number. Now, please set your new web account password below

Your web account user name is: @gmail.com

Password

Confirm Password

Submit

Step 6

Select **Dependents** on the left hand side of the screen.



Home

Personal Details

Appointments

Lab Results

Dependents

Privacy Policy

Log Out

Home for
This appears to be you

SHIELD Illinois Family Portal Directions

Step 7

Select **Add New Dependent**

Dependents for

Add New Dependent

Name

Step 8

Enter your student's **First Name, Last Name, Date of Birth, and SCHOOL email address** (see below).

Please note, email says optional, but it **MUST** be entered to match you with your student.

Read the consent statement and select **I Agree**.

Then select **Submit**.

Add New Dependent

To add a dependent who is already a patient in this system, the following fields are required for a match:

- First Name
- Last Name
- Date of Birth (MM/DD/YYYY)
- Email or Mobile Phone (optional)

First Name	Last Name	
Date of Birth	Email (Optional)	Confirm Email Address
MM/DD/YYYY		
Mobile Phone # (Optional)	Zip Code (The zip code of your local residence)	Gender ☐ Male ☐ Female ☐ Other

Extra Details

Ethnicity	Race	2nd Race (optional)
Select Race/Ethnicity	Select Race	Select 2nd Race

Consent for SHIELD Illinois Covid Saliva Testing

By registering myself or my dependent with SHIELD Illinois, I consent to the collection, storage, and use of any personally identifiable information (such as name and date of birth) and sensitive information for purposes of receiving, processing, and making available COVID-19 test results. I understand that I am responsible for the accuracy of all information that I enter and represent over 18 years of age.

☐ I Agree

Submit

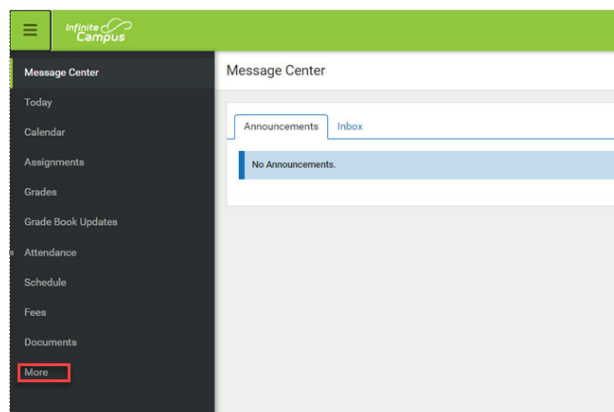
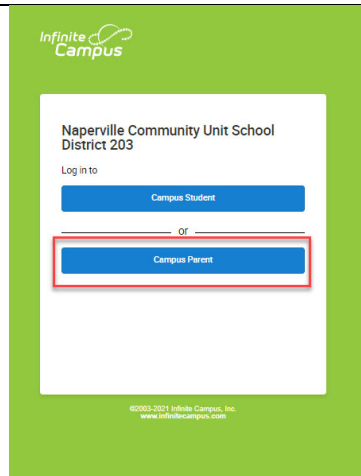
Cancel

How do you find student email addresses?

Log in to your [Campus Portal](#) account.

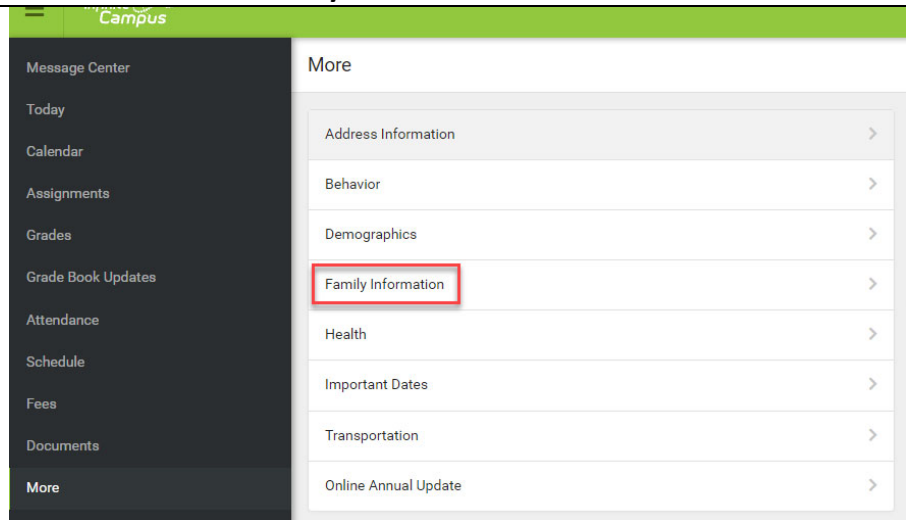


Select **More** from the left side of the screen.

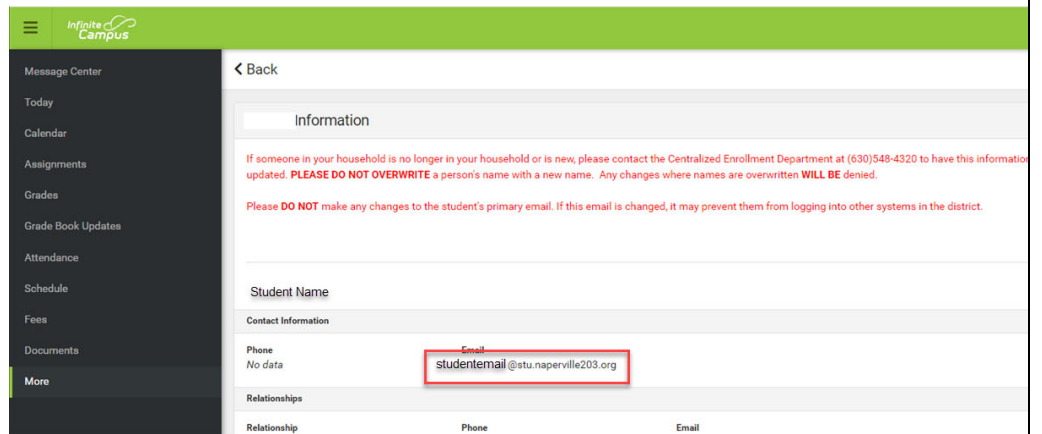


SHIELD Illinois Family Portal Directions

Then select **Family Information**.

A screenshot of the Infinite Campus web portal. On the left is a dark sidebar menu with options: Message Center, Today, Calendar, Assignments, Grades, Grade Book Updates, Attendance, Schedule, Fees, Documents, and More. The 'More' option is selected. On the right, a 'More' dropdown menu is open, showing a list of options: Address Information, Behavior, Demographics, Family Information (highlighted with a red box), Health, Important Dates, Transportation, and Online Annual Update.

Each member of your family will appear. Their school email address is listed in the box below their name.

A screenshot of the Infinite Campus 'Family Information' page. The left sidebar is the same as the previous screenshot. The main content area has a '< Back' button at the top left. Below it is a section titled 'Information' with a red warning message: 'If someone in your household is no longer in your household or is new, please contact the Centralized Enrollment Department at (630)548-4320 to have this information updated. PLEASE DO NOT OVERWRITE a person's name with a new name. Any changes where names are overwritten WILL BE denied. Please DO NOT make any changes to the student's primary email. If this email is changed, it may prevent them from logging into other systems in the district.' Below the warning is a form with fields for 'Student Name', 'Contact Information', 'Phone' (with 'No data' entered), and 'Email' (with 'studentemail@stu.naperville203.org' entered and highlighted by a red box). At the bottom is a 'Relationships' section with a table header: Relationship, Phone, Email.

Step 9

Repeat steps 7 and 8 for each student participating in saliva screening.

Repeat steps 7 and 8 for each student.

Instrucciones para SHIELD Illinois Portal Familiar

Siga estas instrucciones para configurar su portal SHIELD y vincular a sus estudiantes a su cuenta. Si tiene alguna pregunta, llame al (217) 265-6059.

Paso 1

Ir al [SHIELD Portal](#) y haga clic en “**Sign up for an account**” (Registrarse para obtener una cuenta)



Paso 2

Ingresa nuestro “agency code” (código de agencia) (**df5brbrj**) en el cuadro y seleccione “**OK**” (Aceptar)

Paso 3

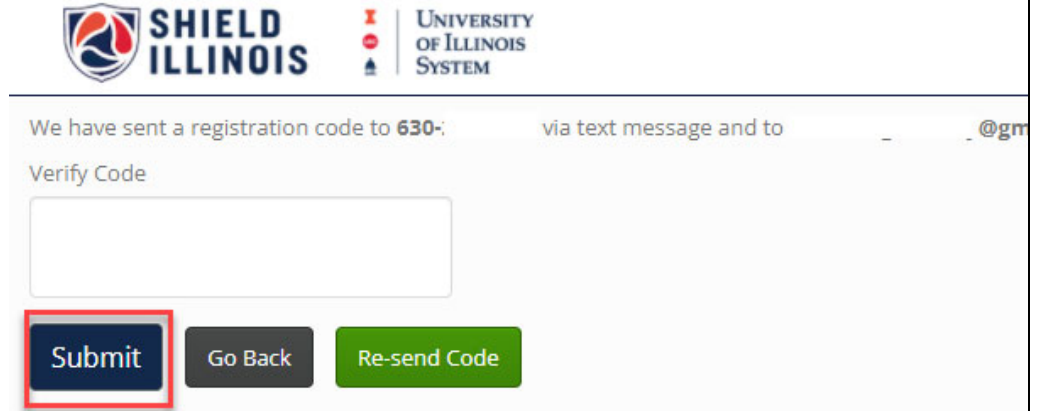
Complete el formulario de registro en línea completando su **First Name** (primer nombre), **Last Name** (apellido), **Date of Birth** (fecha de nacimiento), **Email**, **Address** (dirección), **City**, **State**, **Zip Code**, **Phone Number** (número de teléfono), **Gender** (género), and **Race/Ethnicity** (Raza/etnia)

Lea la declaración de consentimiento y seleccione **I agree** (Acepto). Luego seleccione **Submit** (enviar).

Instrucciones para SHIELD Illinois Portal Familiar

Paso 4

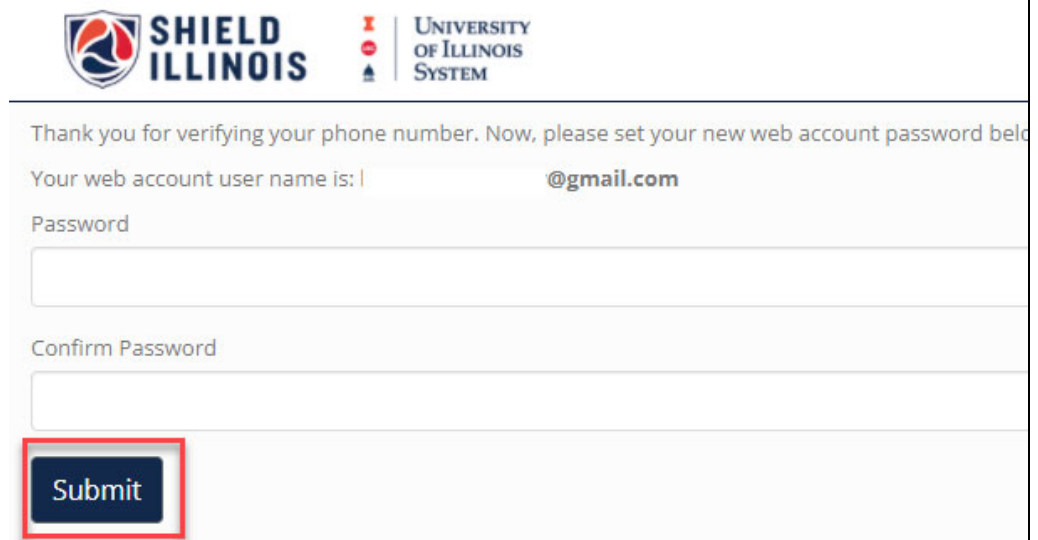
El sistema enviará un código de verificación a su número de teléfono móvil y dirección de correo electrónico. Ingrese ese código en el cuadro y seleccione **Submit** (Enviar).



The screenshot shows the SHIELD ILLINOIS and UNIVERSITY OF ILLINOIS SYSTEM logos at the top. Below the logos, it says "We have sent a registration code to 630- via text message and to @gm". There is a "Verify Code" label above a text input field. Below the input field are three buttons: "Submit" (highlighted with a red box), "Go Back", and "Re-send Code".

Paso 5

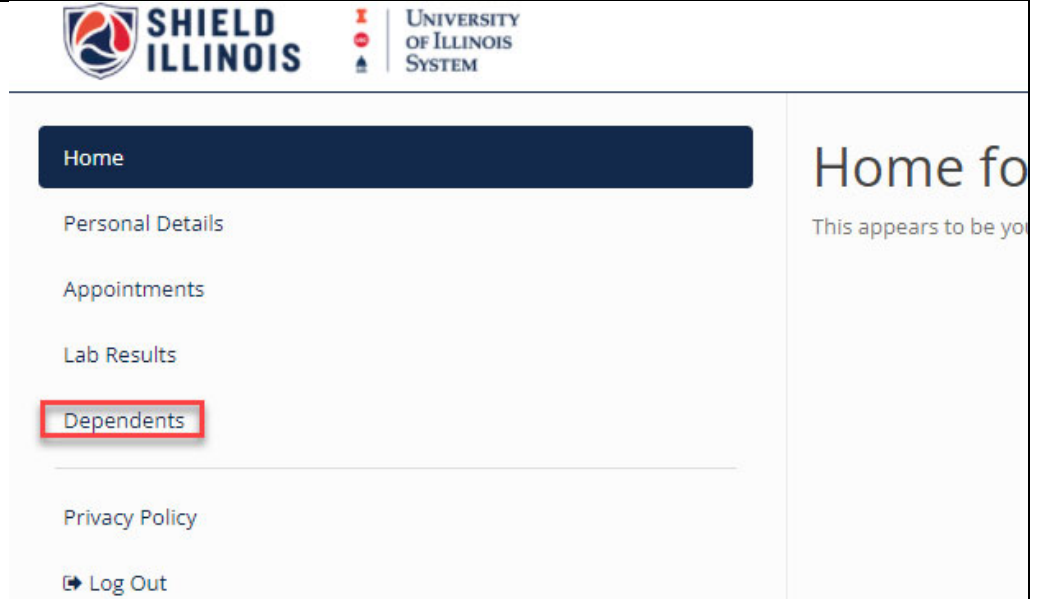
Crea y confirma tu contraseña. Luego seleccione **submit** (enviar).



The screenshot shows the SHIELD ILLINOIS and UNIVERSITY OF ILLINOIS SYSTEM logos at the top. Below the logos, it says "Thank you for verifying your phone number. Now, please set your new web account password below". There is a label "Your web account user name is:" followed by a text input field containing "@gmail.com". Below this is a "Password" label above a text input field, and a "Confirm Password" label above another text input field. At the bottom, there is a "Submit" button highlighted with a red box.

Paso 6

Seleccione **Dependents** (Dependientes) en el lado izquierdo de la pantalla.



The screenshot shows the SHIELD ILLINOIS and UNIVERSITY OF ILLINOIS SYSTEM logos at the top. Below the logos, there is a dark blue navigation bar with the word "Home". Below this bar, there is a list of menu items: "Personal Details", "Appointments", "Lab Results", "Dependents" (highlighted with a red box), "Privacy Policy", and "Log Out". On the right side of the screen, there is a section titled "Home for" with the text "This appears to be you" below it.

Instrucciones para SHIELD Illinois Portal Familiar

Paso 7

Seleccione **Add New Dependent (Agregar nueva dependiente)**

Dependents for

Add New Dependent

Name

Paso 8

Ingrese el **First Name (nombre)**, **Last Name (apellido)**, **Date of Birth (fecha de nacimiento)** y **dirección de correo electrónico de la ESCUELA** de su estudiante (ver más abajo).

Tenga en cuenta que el correo electrónico dice "Optional" (opcional), pero **DEBE** ingresarlo para que coincida con su estudiante.

Lea el "Consent statement" (declaración de consentimiento) y seleccione **I Agree (de acuerdo)**.

luego seleccione **Submit (enviar)**.

Add New Dependent

To add a dependent who is already a patient in this system, the following fields are required for a match:

- First Name
- Last Name
- Date of Birth (MM/DD/YYYY)
- Email or Mobile Phone (optional)

First Name	Last Name	
Date of Birth	Email (Optional)	Confirm Email Address
MM/DD/YYYY		
Mobile Phone # (Optional)	Zip Code (The zip code of your local residence)	Gender ☐ Male ☐ Female ☐ Other
Extra Details		
Ethnicity	Race	2nd Race (optional)
Select Race/Ethnicity	Select Race	Select 2nd Race
Consent for SHIELD Illinois Covid Saliva Testing		
By registering myself or my dependent with SHIELD Illinois, I consent to the collection, storage, and use of any personally identifiable information (such as name and date of birth) and sensitive information for purposes of receiving, processing, and making available COVID-19 test results. I understand that I am responsible for the accuracy of all information that I enter and represent over 18 years of age.		
☐ I Agree		
Submit Cancel		

¿Cómo se encuentran las direcciones de correo electrónico de los estudiantes?

Inicie sesión en su cuenta de [Campus Portal](#).



Infinite Campus

Naperville Community Unit School District 203

Log in to

Campus Student

or

Campus Parent

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www.infinitecampus.com

Instrucciones para SHIELD Illinois Portal Familiar

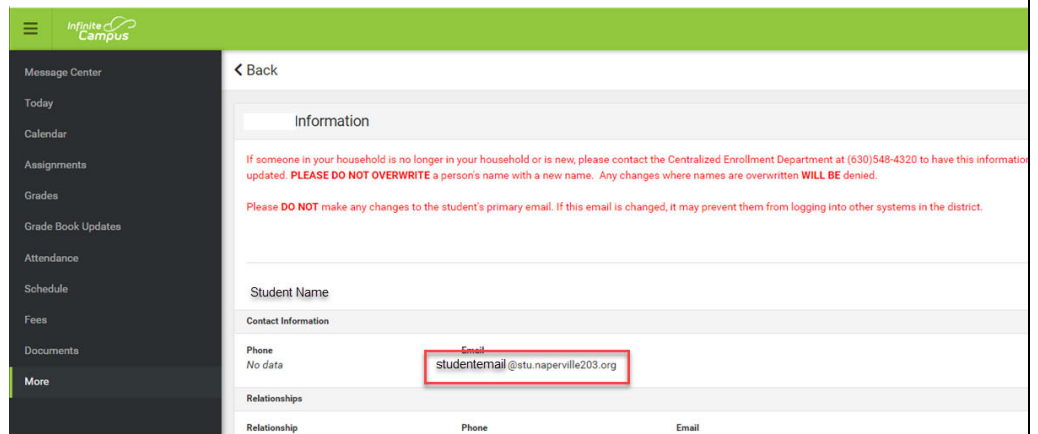
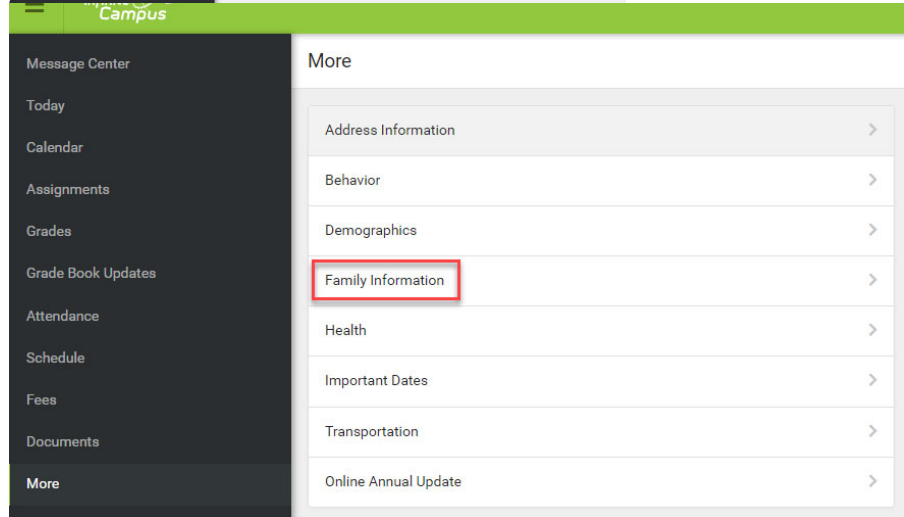
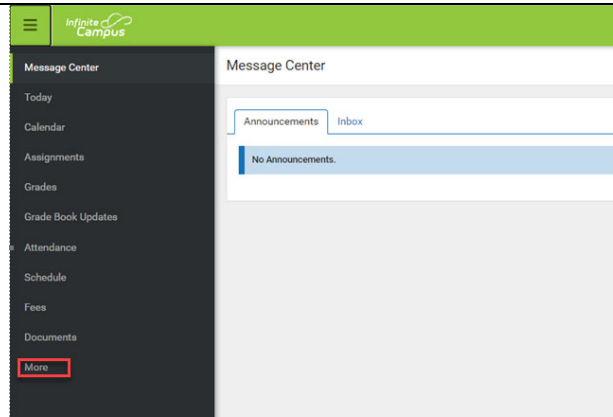
Seleccione **More** (Más) en el lado izquierdo de la pantalla.

Luego seleccione **Family Information** (información familiar)

Aparecerá cada miembro de tu familia. La dirección de correo electrónico de su escuela aparece en el cuadro debajo de su nombre.

Paso 9

Repita los pasos 7 y 8 para cada estudiante que participe en el examen de saliva.



Repita los pasos 7 y 8 para cada estudiante