

EDSBY FAQ FOR PARENTS

How do I start using Edsby?

Edsby will send an invitation to the email address you've given the school. The subject of the email will be "Invitation from Edsby to connect with (your child's name)'s school." The invitation is sent to all families as a bulk message, so please check your spam or junk mail. Invitations will be sent out September 16th for High School students and September 30th for Elementary students. Before invitations are sent, it is important that each parent/guardian using Edsby has their own unique email address on file at the school.

How do I create an Edsby parent account?

You only need one Edsby parent account, but you will receive a separate email invitation for each of your children. Please make sure that the school has unique email addresses on file for both parents/guardians.

To create an account, click the link in your emailed invitation. Your email address and username will already be entered. You will be asked to enter and confirm a password. Create your Edsby account. This will log you in, and a "Welcome to Edsby" message will be sent to your email address. The information for your child will be immediately visible to you.

How do I link multiple children to one Edsby account?

If you have more than one child attending a school in RCSD, you will get a separate email invitation for each child. You will use the same account for each child.

If you have created your Edsby account for your first child, you will click the link in the email for each additional child, and then choose *Login to your existing Regina Catholic Schools Edsby parent account*. Enter your Edsby username (your email) and password. Repeat for each child. Your Edsby account will show all your children.

How do I access Edsby?

- On computer: visit rcsd.edsby.com on any web browser.
- On an IOS or Android device: download the Edsby app. The server name is RCSD.

How can I view Edsby in other languages?

Edsby automatically uses the language of your web browser or device's operating system. However, if you want to change the language, go to *Account Settings > Preferences > Preferred Language*. Parents and students can set their language preference in both the web browser and app.

Edsby also supports [Microsoft Translator](#) and [Google Translate](#) browser extensions. A student or parent can use either of these tools to translate any content in Edsby. Learn more about configuring languages in Edsby [here](#).

How will I know that I have been invited to Edsby?

You will get an email to the email address you have given the school. The subject is "Invitation from Edsby to connect with (your child's name)'s school". The invite is a bulk invite, so please check your spam or junk mail if you do not see it in your inbox.

Can I schedule an absence for my child using Edsby?

Yes. You can schedule an absence for your child for the current date or a date in the future. [Click here for more information on planning absences.](#)