

PASSWORD & LOGIN

Guide

STUDENT PASSWORDS

Student has set challenge responses:

Students can change their own passwords.


STUDENT INSTRUCTIONS:

- Go to my.fortbendisd.com
 - Just want to change it? See "STUDENT INSTRUCTIONS" in the box below
 - Forgot it? Click "Need Help" > "Forgot My Password" > Follow screen directions

New Student | Student HASN'T set challenge responses:

Teachers will need to reset their student's password.

STAFF/FACULTY INSTRUCTIONS:

- Using YOUR laptop, go to my.fortbendisd.com
- Use YOUR login (*firstname.lastname / password*)
- Type student name (first-name-first) in the GLOBAL SEARCH bar (top-most). [Tip: Type name *slowly*]
- Click on their name. [Tip: Double-check Student ID#]
- ➡ **New Students:** Email is found under student's name.
- Actions > "Reset Challenge Responses"
- Actions > "Change Password"
- ⚠ DO NOT check checkboxes!
- ⚠ Create 10-character password (ex: 0123456789) } 
- Click "Save"
- Make sure student follows instructions below.

STUDENT INSTRUCTIONS:

- Log into my.fortbendisd.com with *6-digit ID / password*
- [See "SET CHALLENGE RESPONSES"]
- Click the profile icon on the top-right area to:
 - Change Password [use a 10-character password].
- If you forget your password, see box above.

SET CHALLENGE RESPONSES

The first time you log into your account, there will be a pop-up to the right to update your challenge responses.

- Answer 3 pre-defined questions
- Click "Save"

TIP: Take a screenshot of your answers to remember for later.

UPDATE CHALLENGE RESPONSES

To update your challenge responses, click on the profile icon and "Update Challenge Responses".

- [See "SET CHALLENGE RESPONSES"]

LOGIN INFO

There are different logins, but the same password is used.

- iLink/Microsoft/Schoology/Skyward
 - Your email: _____@student.fortbendisd.gov
 - Example: Johnny.A5@student.fortbendisd.gov
- Laptop: Your email handle (full email ONLY the 1st time)
 - Example: Johnny.A5
 - Your full email will work, but then randomly stop
- my.fortbendisd.com
 - Your 6-digit ID# (no leading zero)

Keep your password safe!

