

Parent Connect: How to Synchronize Passwords

I don't know any of my children's passwords: select "Retrieve Initial Password" and follow the steps

I know the password for 1 of my children ... LOG IN with your email address and the password

Select Manage Password (top right hand side of the screen)

Bottom of the screen will indicate whether the password is synchronized or not along with the list of children.

If synchronization is required:
Type in the current password
Enter a new password
Confirm the new password

SAVE

Change Password

In an effort to keep your information secure, there are some password requirements.

- Minimum 5 characters - Maximum 10 characters
- Must start with an alphabetical character
- Minimum of 1 number
- No spaces or special characters allowed
- Case sensitive

To change your password you must:

1. Enter your current password
2. Type in your new password
3. Re-enter the new password for confirmation
4. Select "Save"

** Please wait for the message confirming the password change before closing the window.

Current Password

New Password

Confirm New Password

Save

Cancel

Synchronize Passwords for ALL students

904	Anniville Elementary	NOT SYNCED
902	Anniville Elementary	NOT SYNCED

Example of 2 accounts that are synced ...

