admin, admin essential, portal, logins and security

Customizing User Logins

You can now customize logins and passwords for student Portal access. You must contact School Pathways to turn on this module.

Step 1: Set Policies

Go to Administration>Settings>Security>Policies and expand the Security section by clicking on □Show.

Set all policies.

1. Student login account creation format – enter what fields you want to use for the student login.
   Example in this view is [lowerfirstname][id] which renders similar to: jane12345
2. Student default password format – enter what fields you want to use for the student password.
   Example in the above view is [lowerlastname][zip] which renders similar to: brown96106
3. Require student to change password when they first log into the portal?
   Example in the above view is set to “NO”
4. Enable the use of insecure public logins?
   Example in the above view is set to “YES”
5. Allow the use of medium strength passwords?
   Example in the above view is set to “YES”
6. Enable table-level permissions?
   Example in the above view is set to “NO”

Step 2: Validating Settings and Changing Passwords

Administration>Settings>Security»Customizing Default Logins

1. Validate Format (that is set in the school policies - Step 1 above) by clicking the Validate Format button. View to make sure the settings are what you want.
2. Click Preview Resetting Student Accounts to get a list of students and their new logins.
   1. Clicking this icon will reset the student's password.
   2. You can also reset all student's passwords at once using the button at the bottom of the page.

Teachers can view their student's passwords by going to Teacher Pages>Student Logins.

Parents and Teacher Logins can be customized using the same process.
Follow the same process but jump into the appropriate tab to work on

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