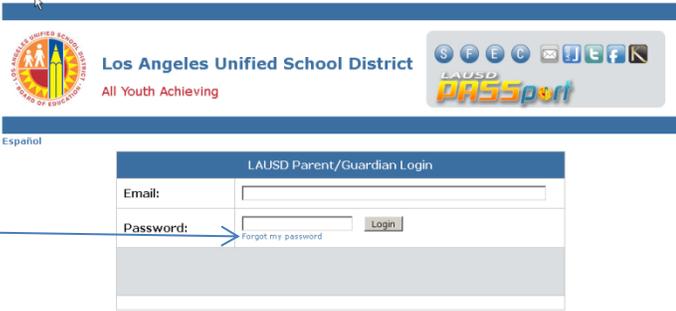
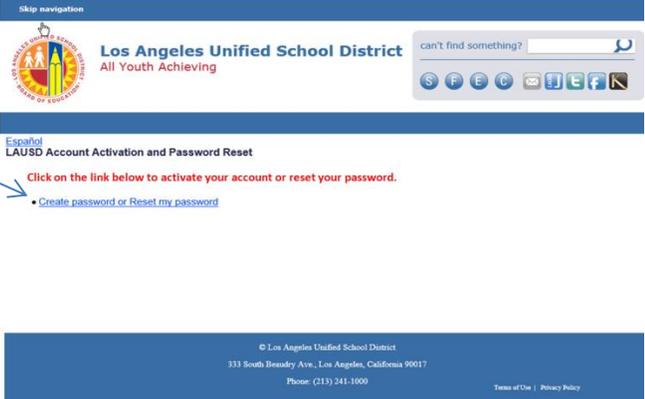
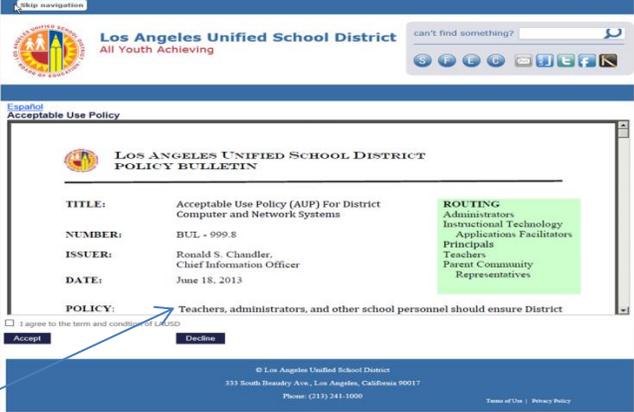
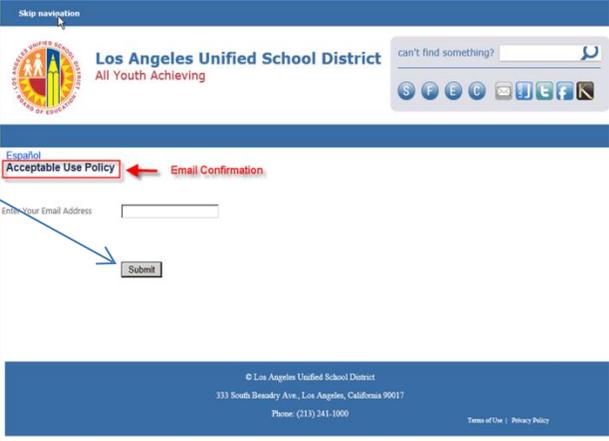
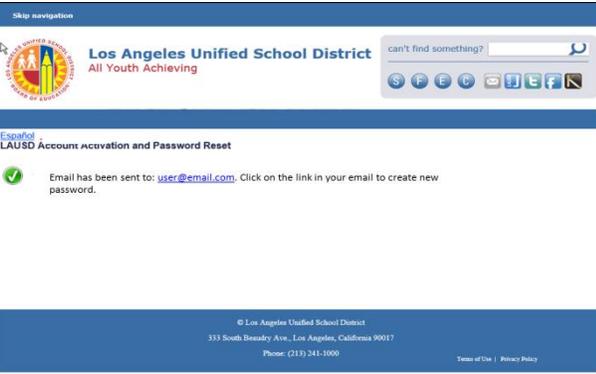
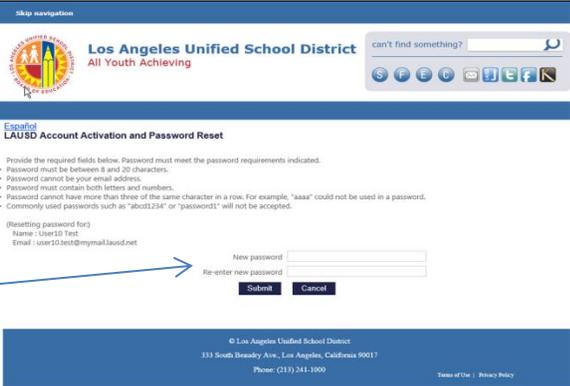
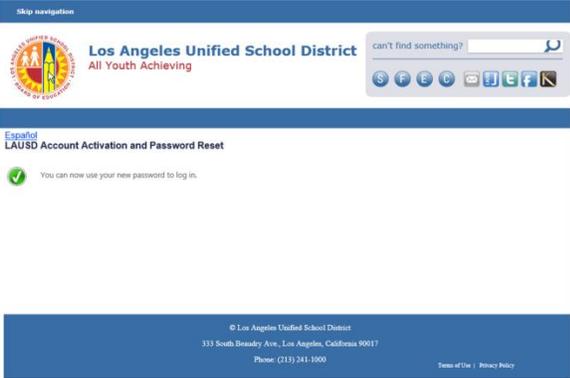
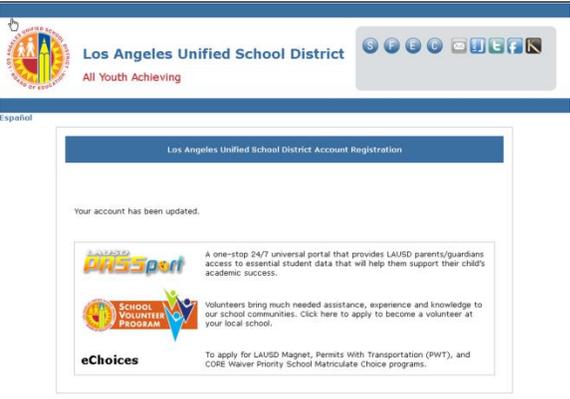


This Quick Guide provides a step-by-step review of resetting a LAUSD Account password.

Step #	Step	Screen shot	Comments
1	<p>LAUSD Account Log-in Page. Reset a password.</p> <p>Click on “Forgot my password.”</p>		<p>http://passport.lausd.net</p> <p>Link to Log in/Registration will also be on LAUSD Families website.</p> <p>LAUSD does not provide parents with email accounts.</p>
2	<p>Click on “Create password or Reset my password.”</p>		
3	<p>Review the District’s Acceptable Use Policy (AUP).</p> <p>Next click on box next to “I agree with the terms and conditions of LAUSD”</p> <p>Indicate whether you accept the conditions by clicking on “Accept” or “Decline”</p>		<p>Make sure you review the “Acceptable Use Policy (LAUP) for District Computer and Network Systems”</p> <p>If you select “Decline” you will not be allowed to create a LAUSD account.</p>

<p>4</p> <p>Enter your email address and click “submit.”</p>			
<p>5</p> <p>A activation email has been sent to your email account.</p> <p>Click on link to create new password.</p>			
<p>6</p> <p>Check your email and activate your account by clicking on “Reset my LAUSD account password.”</p>		<p>From: noreply@lausd.net</p> <p>Dear (USER NAME),</p> <p>You have requested to have your LAUSD account password reset. Please click on the link below to reset your password.</p> <p>Reset my LAUSD account password</p> <p>Thank you,</p> <p>Los Angeles Unified School District</p> <p>-----</p> <p>De: noreply@lausd.net</p> <p>Estimado (USER NAME),</p> <p>Usted ha solicitado que la contraseña para su cuenta de LAUSD sea reconfigurada. Por favor haga clic en el enlace incluido seguidamente para reconfigurar su contraseña.</p> <p>Reconfigurar la contraseña de mi cuenta de LAUSD</p> <p>Gracias,</p> <p>Distrito Escolar Unificado de Los Ángeles</p>	
<p>7</p> <p>Read the instructions for creating an acceptable password.</p> <p>Enter and re-enter new password.</p>			<p>Before submitting your new password, make sure your username and email address are correct.</p>

<p>8</p>	<p>You will receive notification that your LAUSD Account password has been reset.</p>	 <p>The screenshot shows the Los Angeles Unified School District website. At the top, it says "Los Angeles Unified School District All Youth Achieving". Below that, there is a section titled "Español LAUSD Account Activation and Password Reset". A green checkmark icon is followed by the text "You can now use your new password to log in." At the bottom, there is contact information: "© Los Angeles Unified School District, 333 South Broadway Ave., Los Angeles, California 90017, Phone: (213) 241-3000".</p>	
<p>9</p>	<p>You can now use your password and email to log-in to any of the programs on the screen</p>	 <p>The screenshot shows the Los Angeles Unified School District website. Below the header, there is a section titled "Español Los Angeles Unified School District Account Registration". It says "Your account has been updated." Below this, there are three program links: "PASSport" (A one-stop 24/7 universal portal that provides LAUSD parents/guardians access to essential student data that will help them support their child's academic success.), "SCHOOL VOLUNTEER PROGRAM" (Volunteers bring much needed assistance, experience and knowledge to our school communities. Click here to apply to become a volunteer at your local school.), and "eChoices" (To apply for LAUSD Magnet, Permits With Transportation (PWT), and CORE Waiver Priority School Matriculate Choice programs.).</p>	
<p>10</p>	<p>END</p>		