## How to Change Your AD/Google Password \*FYI-anytime you change your AD password it will automatically change your Google password!

**Step 1: Go to Infinite Campus Parent Portal** 

https://campus.ccsd.net/campus/portal/parents/clark.jsp



if you don't know your login contact the school

-Go to "More" on the left side of your screen



-Go to "CCSD Standard Accounts"



-This will show you your student's email address on top & Student User ID



Step 2: Go to the "account website to change password:

-Select "I forgot my password and need to rest it

-Enter your child's Student User ID-it is everything before the "@" sign. Be sure to click "NOT A ROBOT"

88ep 1 Lookap Account	Step 2 Select a Device	Step 3 Validate Security Code	8tep 4 Set Your New Password	Step 5 Done
		Reset your Password	d	
		Step 1: Verify your information		
	In the box below,	please enter your CCSD Standard UserD, student or employee	n number, or email address:	
	DCSD Standard	UserID / Employee/Student Number / Email Address		
	fm not a role	. <u>C</u>		
		This is your CCSD Standard UserID. Stadard or Employee Namber, or your En	nal Address	
		Next		

\*You may have to "confirm" by selecting your school or adding parent contact information

-Enter your students "new" password. It is suggest that you use your child's birthdate and current year in school as it will have to be changed every fall. For example: 2 digits for the month, 2 digits for the day and 4 digits for the year. Followed by current grade in school (I.E.-kinder00; 1st grade 01; 2nd grade 02; 3rd grade 03; 4th grade 04; 5th grade 05))



If any questions, contact Ms. Gimbel or your child's teacher