Student Password Errors Guide

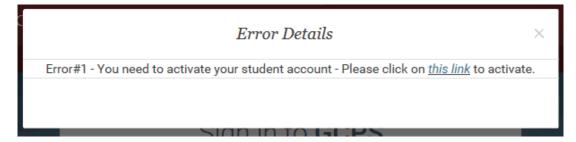
When an unsuccessful login occurs, the following screen will pop up.

Sign in to GCPS After 5 attempts, you will be locked out for 15 minutes Need Help? Use your existing Portal user ID & password

Selecting the "Need Help" button, will prompt one of the following messages:

Error #1:

This is for students who need to change their password. When selecting "<u>this link.</u>" students will be prompted to change their password. (Remember, students' default password is their GCPS-issued student ID.)



<u>Error #2</u>:

This message occurs when students type in an incorrect password.



Note: Date will reflect student's last password change.

<u>Error #3</u>:

This message occurs when students type in an incorrect GCPS-issued student ID for their User ID.

ic	Error Details	×
	Error#3 - Your User ID is not recognized - Please try again or contact your teacher.	

<u>Error #4</u>:

If students are entering an ID that is incorrectly configured in the system (not recognized), then the following message will occur. If students are unsuccessful logging in after additional attempts, a ticket should be created, so GCPS can further investigate the issue.

Error Details	×
Error#4 - Please contact your teacher about your account.	
	_