

FCS Microsoft 365 - Passwords

Student Password Reset



09/06/2022

What is this notification about?

In an effort to protect student accounts, all students must update their passwords using stronger criteria.

Who is this notification for?

Students in Grades 3 – 12.

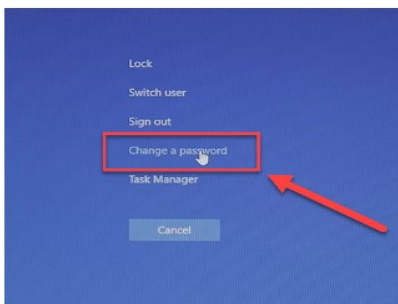
What is the effect?

Stronger passwords will make student accounts more secure in an effort to protect their information and identity.

What action must I take?

Students will need to reset their passwords using the steps below.

1. Log on to the laptop.
2. Press CTRL-ALT-Del, and select Change Password



3. The student password change portal displays

Change password

User ID
stutestkai@fctu.org

Old password Enter your current password.

Create new password Enter your new password.

Confirm new password Enter your new password again.

Click "Submit".

How do I get more information?

Contact the Service Desk and a technician will assist you – 470-254-4357.

Tips for Strong Passwords

- ❖ Never use personal information such as your name, birthday, username, or email address.
- ❖ Use a longer password. Your password should be at least six characters long, although for extra security it should be even longer.
- ❖ Don't use the same password for each account. If someone discovers your password for one account, all of your other accounts will be vulnerable.
- ❖ Try to include numbers, symbols, and both uppercase and lowercase letters.
- ❖ Avoid using words that can be found in the dictionary. For example, swimming1 would be a weak password.