

PPS Student Password Information

Roosevelt High School 2020-21

Brand new students

- Your **username** is usually your first initial, followed by your last name, followed by the last 4 digits of your PPS ID number. (If your name is Kim Castle and your ID number is 123456, your username is kcastle3456). Note: If you think your username does not follow this rule, contact us at rooseveltinfo@pps.net and we will email your username to you.
- Your **temporary password** is likely to be Pps##### where ##### is your 6-digit PPS ID number.
- Your **student email address** is your username followed by @student.pps.net. It will allow you to access the online learning tools and PPS Chromebooks and computers.
- Before your temporary password expires, you need to create a password for this year. See the instructions below.
- You might also want to download the free StudentVue app for iPhone and android, which allows you to see your schedule, your grades, email your teachers, and more. (Your parent should download ParentVue, which is the same information as in StudentVue.) When downloading StudentVue or ParentVue, you will be asked for a zip code. They need the district's zip code, not your home zip code. **The district's zip code is 97227.**
- You should download the free Trivory app, which was developed by a Roosevelt student, and which will keep you informed about events happening at Roosevelt as well as allowing you to sign in as "present" in online classes.
- If you have problems with your username or password, email us at rooseveltinfo@pps.net.

Setting Up Your Permanent Password For The Year

In a web browser, go to <https://portal.pps.net>.

Step 1: Sign in with your username (without the @student.pps.net) and your temporary password.

NOTE: Clicking the eye symbol () will allow you to see what you are typing into the password field.

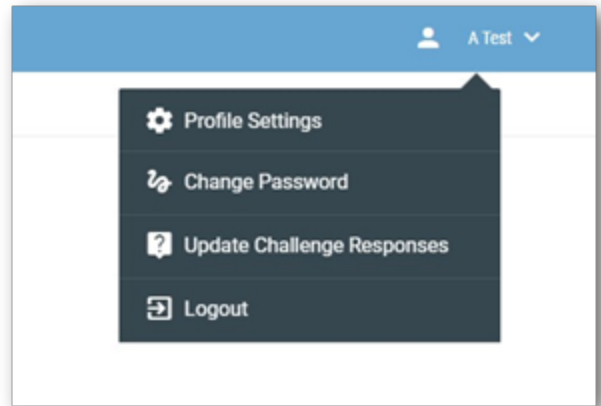
Click **GO** to continue.



The screenshot shows a blue sign-in interface. At the top, it says "Sign in with your PPS username" and "Do not include '@pps.net' or '@student.pps.net'". There are two input fields: the first contains the text "asmith", and the second contains a series of dots with an eye icon to its right. Below the fields is a dark blue button with the text "Go" and a right-pointing arrow. Underneath that is a rounded rectangle containing the text "If you have a claim code, click here" and a dark blue button with the text "Claim My Account". At the bottom of the interface is a link that says "Forgot Password".

Step 2: Navigate to the Update Challenge Responses screen

Select the **Update Challenge Response** option from the drop-down menu.



You are required to set up 3 PRE-DEFINED security challenge questions.

On the **PRE-DEFINED** tab please select three of the available questions from the drop-down list and enter answers you will remember. Click Save when complete.

A screenshot of the 'Setup Security Questions' dialog box. The dialog has two tabs: 'PRE-DEFINED' (checked) and 'SUPPORT TEAM'. There are three rows of questions, each with a dropdown menu and an answer input field. The questions are: 'What was your first pet's name?', 'What is your favorite board game?', and 'What is your dream job?'. At the bottom, there are 'Cancel' and 'Save' buttons.

Step 3: Select a new password

Select **Change Password** from the drop-down menu.

For "Current Password," use your temporary password. Then pick a robust password to use for the rest of this school year.

Students in grades 6-12 - Your password should be at least 16 characters long, and needs to contain at least one capital letter and at least one lowercase letter.

Consider using a passphrase with a mix of letters, numbers and spaces.

