

Student Usernames and Passwords Quick Reference Card

Student Usernames and Passwords

Learn how to locate and distribute student usernames and passwords.

Each student loaded into Schoolnet has an account that is associated with teachers/classrooms. Each account has a username and password. For the TFAR program, student usernames and passwords cannot be changed. If a student participated in the BOY Assessment program at your District, their user credentials will be same and they can continue to use.

How to Access Student Accounts

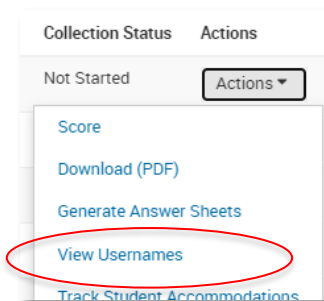
There are multiple ways to access student accounts.

Option 1: Assessment Dashboard

From your Dashboard, you can easily access all actions need for tests. To access the Test Dashboard, click **Assessments**.



In the Actions menu next to the desired test, select 'View Usernames.' This will take you to the user name page described in step 5 in the next section.

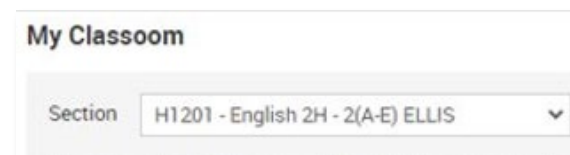


Option 2: Test Detail

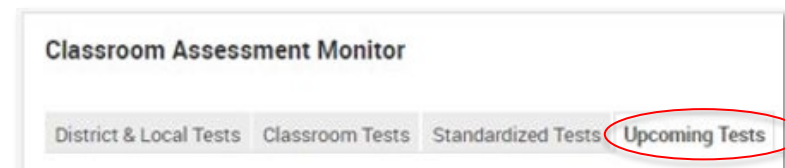
You can access student usernames from the Test Detail.

To access the Test Detail:

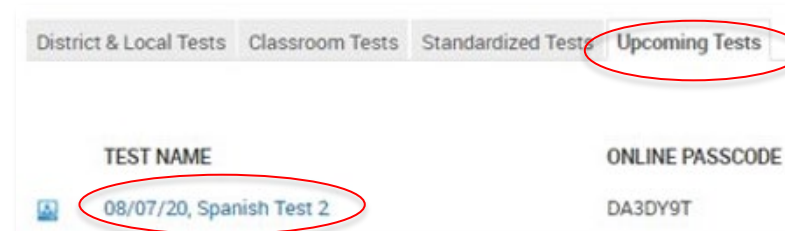
1. Select the class in the Section menu



2. From the landing page, click the **Upcoming Tests** tab



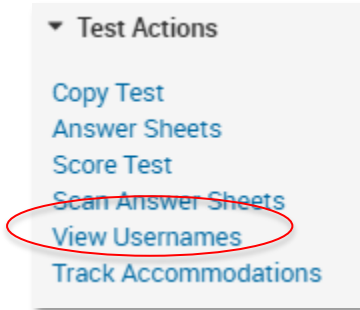
3. Click the test name



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- From the Test Detail, under Test Actions, click **Username/Passwords**

As long as you have assigned the test to your classroom/students, you will be able to access these accounts.



- On the User Names page, students are listed with Student ID, user name and password

These passwords are fixed and will not require an update when students log in to Schoolnet.

If you have assigned to the test to multiple sections, you will be able to filter by section.



- From the bottom of the page you can click **Print User Names**

This will generate a page that spaces out the account information so if your students are in the classroom, you can print out and distribute. Alternatively, for home bound students, you can securely share their account information through your approved District leaning management system. You can highlight, copy and paste usernames into a spreadsheet for easier parsing if needed.



You can select and unselect names to include on the PDF.



Sample username PDF.