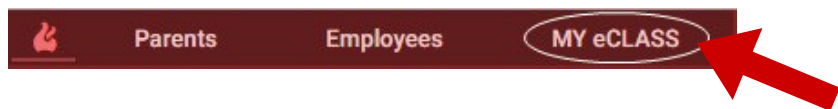


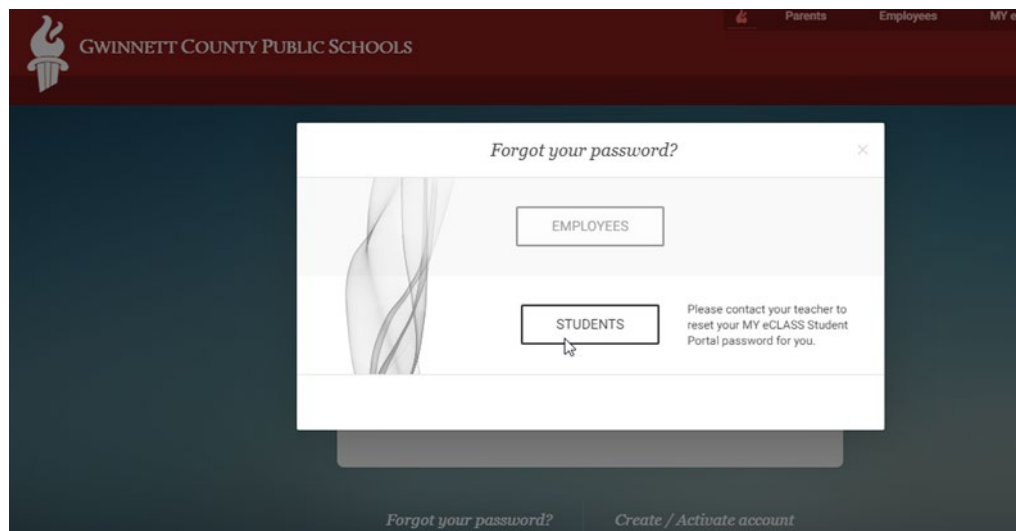
Resetting Your Password from Home

Step-by-Step Directions for Returning Students

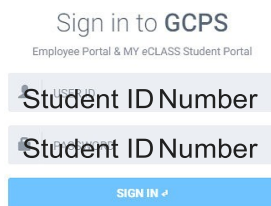
1. Go to www.gwinnett.k12.ga.us and select the MY eCLASS tab on the top right corner.



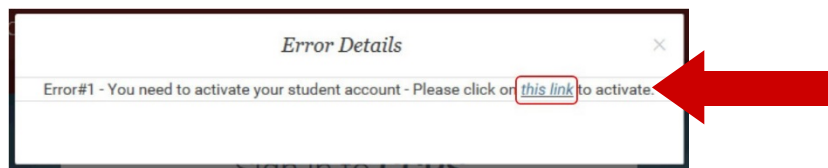
2. Click on "Forgot your password" and click on the Students tab. You will be instructed to contact your teacher to reset your password to your student ID. **DO NOT** go on to step 3 until your teacher notifies you that your password has been reset.



3. On the Sign in to GCPS screen, use your student ID for BOTH the User ID and Password boxes.

A screenshot of the 'Sign in to GCPS' login screen. The title is 'Sign in to GCPS' with the subtitle 'Employee Portal & MY eCLASS Student Portal'. There are two input fields, both labeled 'Student ID Number'. Below the input fields is a blue 'SIGN IN' button with a checkmark icon.

4. A window that says "Error Details" will appear. Click on "this link" to get to the activation and change password screen.



5. Add your student ID to BOTH the "User ID" and "Current Password" boxes. Then, add your NEW password to BOTH the "New Password" and "Confirm Password" boxes and select "Change."

MY eCLASS
Gwinnett County Public Schools — Change Password

Notes:

1. You only need to activate your account once for this school year.
2. You can activate your account here on the student portal or at a computer at your school.
3. Activating your account here will also activate your account at your school for computer access and network resources.

Use

Cur

New

Con

CHANGE

Congratulations! Your password has been reset.
Use your new password to log in to any MY eCLASS AND any GCPS computer at school.