

## Password Change in PowerSchool (Teachers)

In order to ensure the security of staff and student information within PowerSchool, all users must change their password every 90 days. To change your password within PowerSchool, complete the following steps:

1. Login to PowerSchool: <https://ps.scsk12.org/teachers> using the username and password provided.



Username:

Password:

2. The initial page of PowerSchool is the **Daily Bulletin**. Click the PowerTeacher link in the navigation bar to be re-directed to the home page.



3. If your password has expired you will be re-directed to the change password page,

A. →

B. {

Change Password

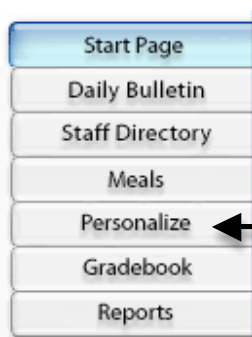
Old Password

New Password

Verify New Password

Your password was last updated on:  
and today's date is Sat Aug 08 2009 10:34:50 GMT-0500 (CDT)

- A. Enter your previous password as the Old Password.
  - B. Enter your new password twice. Remember the password must contain both letters and numbers and be at least eight characters in length.
4. If you are changing your password prior to the expiration date, select **Personalize** from the **Main Menu** on the left, then choose **Change Password** and follow the directions outlined in step 3.



Function	Description
Change Password	Change current password to a new one.
Default Student Screen	Sets the initial student screen.
Display Section Number	Show or hide the Section Number on the Teachers home page