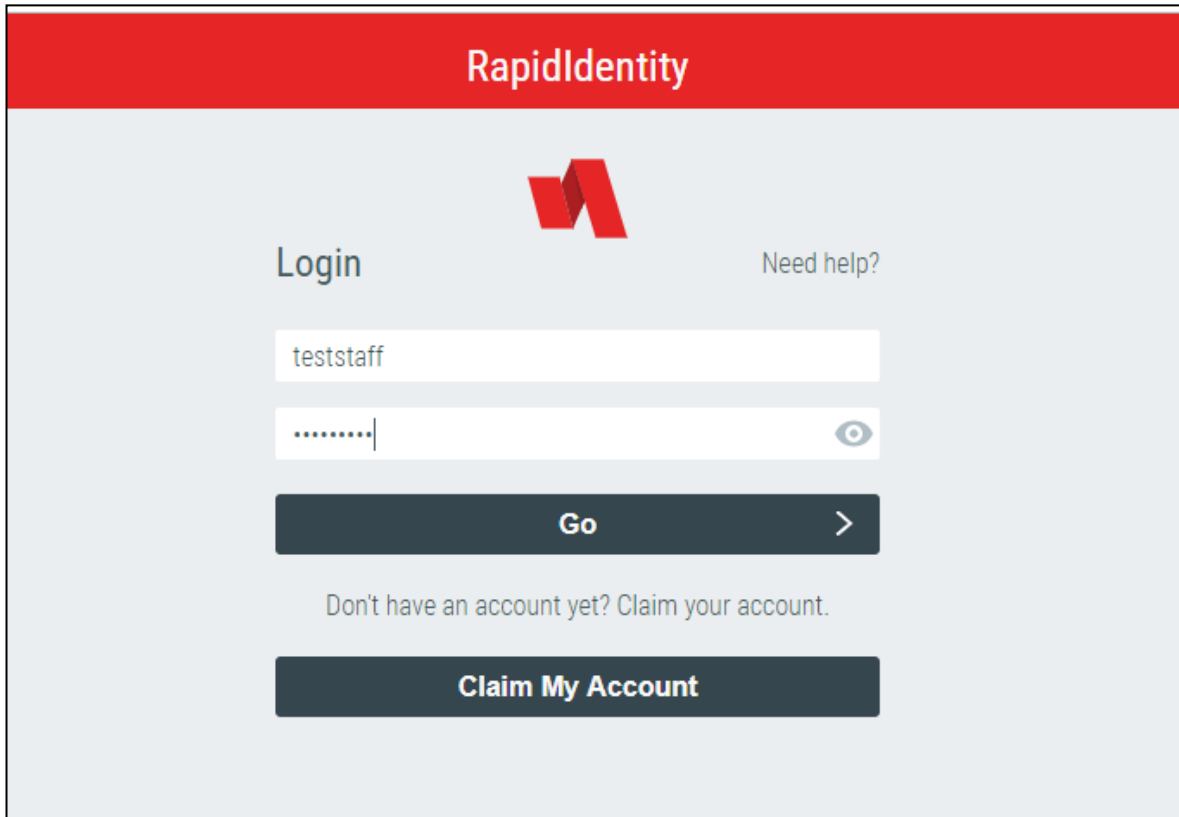


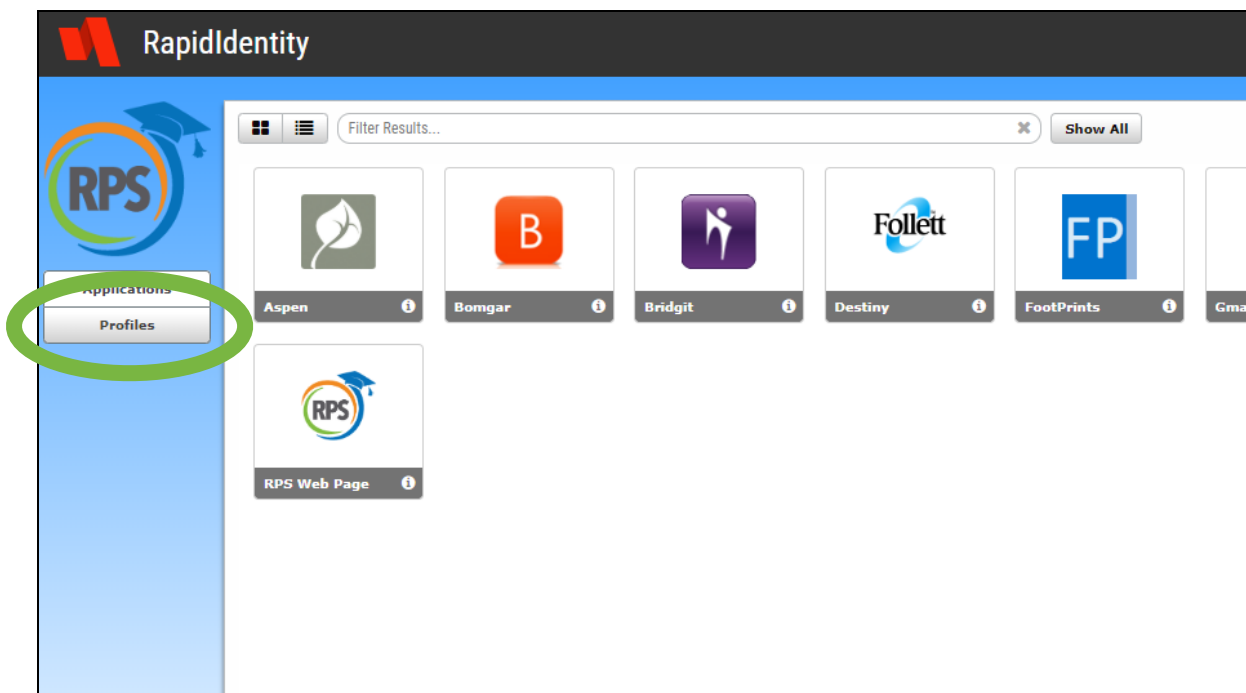
Resetting Student Google Passwords

Log in to RapidIdentity (using the same username and password you use to log in to your RPS Google account) here: <https://my.rvaschools.net>



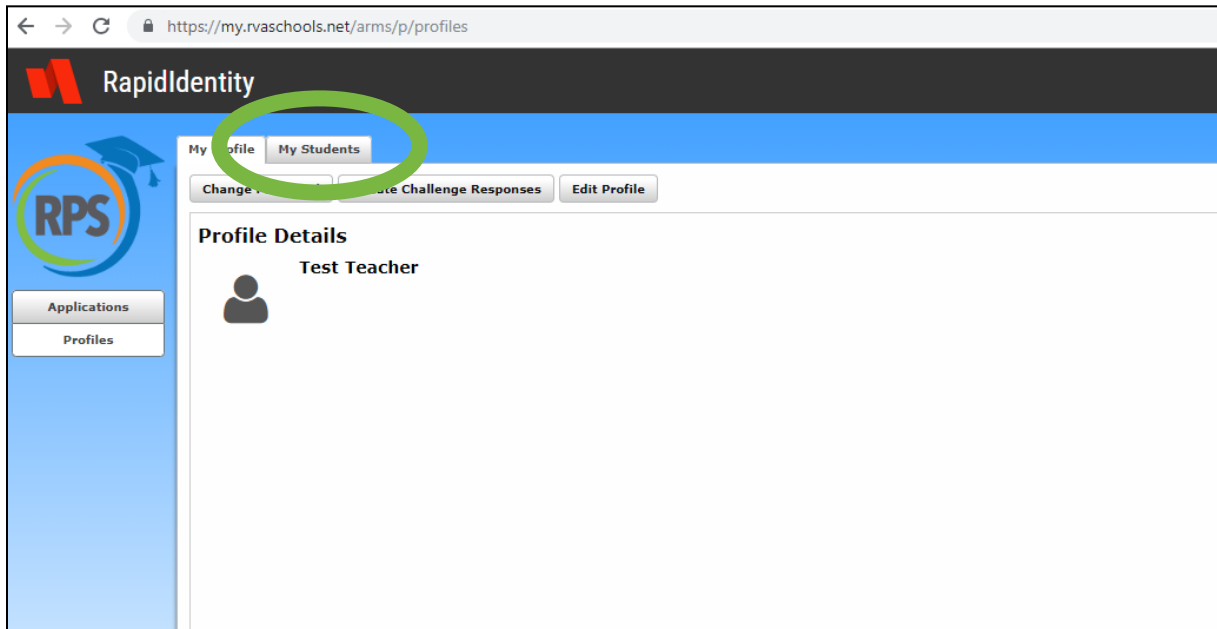
The image shows the RapidIdentity login interface. At the top is a red header with the "RapidIdentity" logo. Below the header is a login form with a "Login" label and a "Need help?" link. The form contains a username field with "teststaff" and a password field with masked characters. A "Go" button with a right arrow is positioned below the password field. Below the form is a link that says "Don't have an account yet? Claim your account." and a "Claim My Account" button.

On the next screen click **Profiles**.

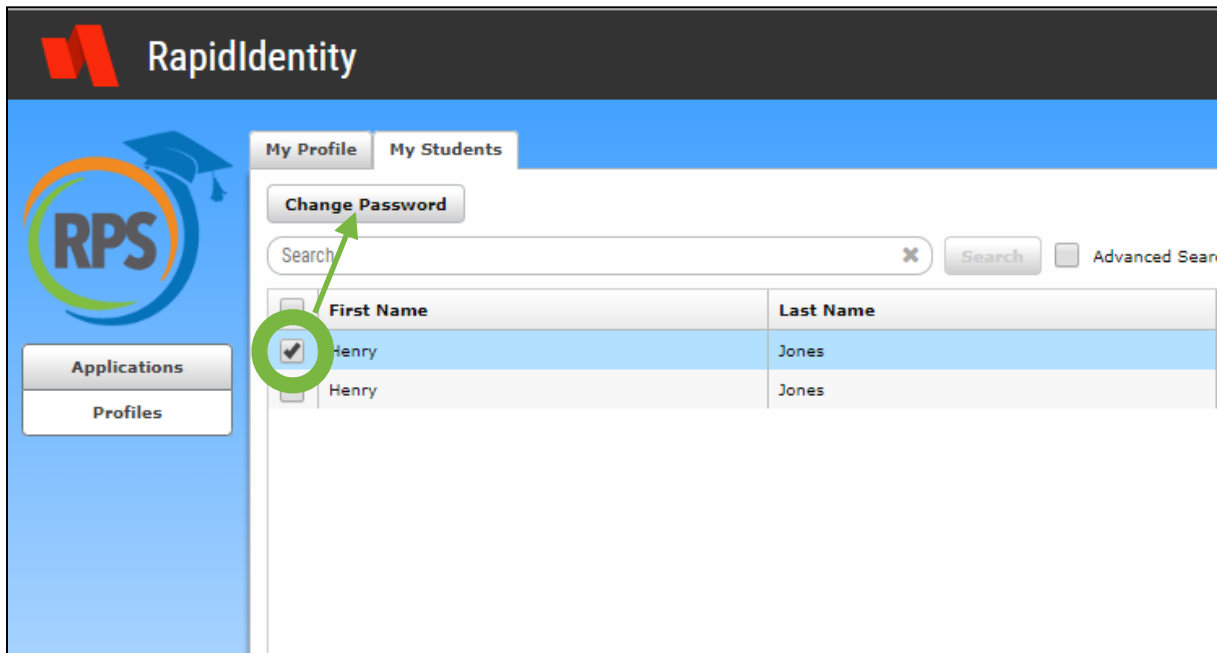


The image shows the RapidIdentity dashboard. The top navigation bar includes the RapidIdentity logo and a search bar with "Filter Results..." and a "Show All" button. A left sidebar contains a menu with "Applications" and "Profiles", where "Profiles" is circled in green. The main content area displays a grid of application tiles: Aspen, Bomgar, Bridgit, Destiny, FootPrints, and RPS Web Page. Each tile features a logo and a name.

On the next screen click the **My Students** tab to access a list of students.



Check the box next to the name of the student whose password needs to be reset. Click **Change Password**.



The **Change Password** window appears.

- After reading the password policy scroll to the bottom.
- **Uncheck** the box next to **User Must Change Password at Next Login**.
- Enter the new password and then enter it again to confirm.
- Click **Save**.

Change Password ✕

- English uppercase characters (A through Z)
- English lowercase characters (a through z)
- Numerals (0 through 9)
- Non-alphabetic characters (such as !, \$, #, %)
- Password must be at least 8 characters long
- Password can't exceed 16 characters
- The password must meet the password history requirements of the system. The number passwords to store: 12.
- The password must meet the password maximum age requirements of the system. Maximum password age: 90.

User Must Change Password at Next Login

New Password

Confirm New Password

? Save Cancel