

Parent/Guardian Password Reset

(Students and Staff cannot reset passwords through Skyward)

1. Click on Forgot your Login/Password

SKYWARD®
KLEIN ISD
Skyward Production Environment

Login ID:

Password:

[Forgot your Login/Password?](#)

05.16.10.00.03

Login Area:

2. Type either the email address that is attached to your account in Skyward or your Login ID
Click Submit

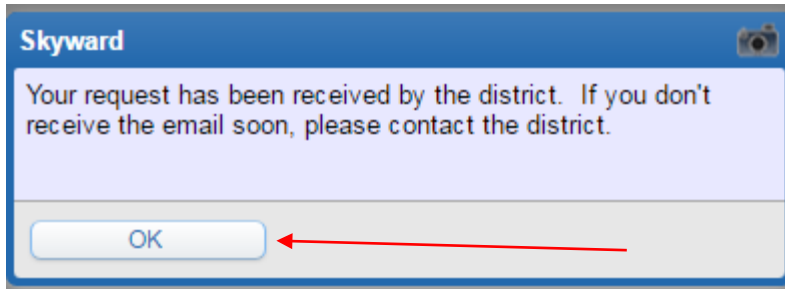
SKYWARD®

Forgotten Login/Password Assistance

Please enter your email address or user name. If it matches the email or user name the district has on file, you will be sent an email containing your login and a link that can be used to reset your password.

Email or User Name:

3. Click OK and check your email for a link to reset your password.



Below is a sample of the email you will receive if your account is located.

4. Click on the link to reset your password

From: <donotreply@kleinisd.net>
Date: October 27, 2016 at 7:55:07 AM CDT
To: <ksmith@email.com>
Subject: Forgotten Login/Password Assistance
Reply-To: <donotreply@kleinisd.net>

We received a request to reset the account associated with this email address. If you made this request, please follow the instructions below.

If you did not request to have your account reset you can ignore this email.

K Smith

Login: [ksmith](#)

Click or paste the following link to reset your account:

<https://skyward.kleinisd.net/scripts/wsisa.dll/WService=wsEAplus/skyportexpired.w?id=275923&dc=2457690&tc=28487&lg=jsoto1&enc=aMjoPpiPViaaDfZk&thforgotLoginPage=seplog01>

5. Enter your new password

Click Submit

A screenshot of a web form titled "Forgotten Login/Password Assistance". The instruction says "Please enter a new password." The form contains several input fields: "Name:" (with a blacked-out value), "Login:" (with a blacked-out value), "New Password:" (empty), and "Confirm New Password:" (empty). To the right of these fields is a "Submit" button. A red arrow points from the right side of the form towards the "Submit" button. Below the main form, there are two rows of settings: "Minimum Password Length:" with a value of "6" and "Number of Passwords Before Reuse:" with a value of "0". At the bottom, it says "Name Used As: GUARDIAN".