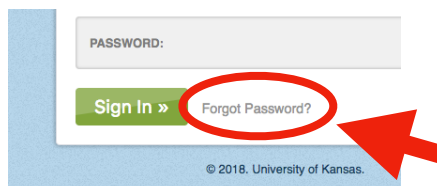# Prepping your Logins for the DLM
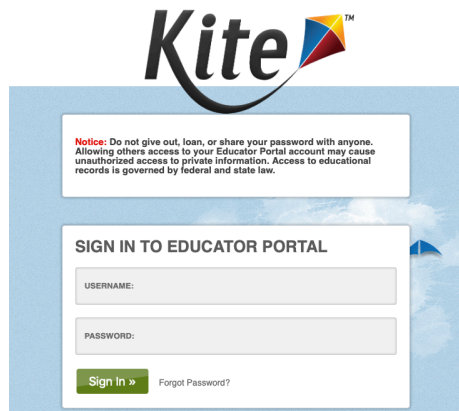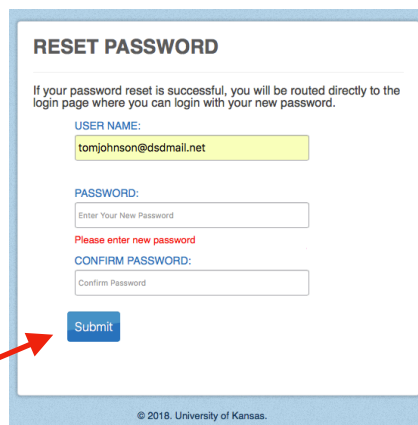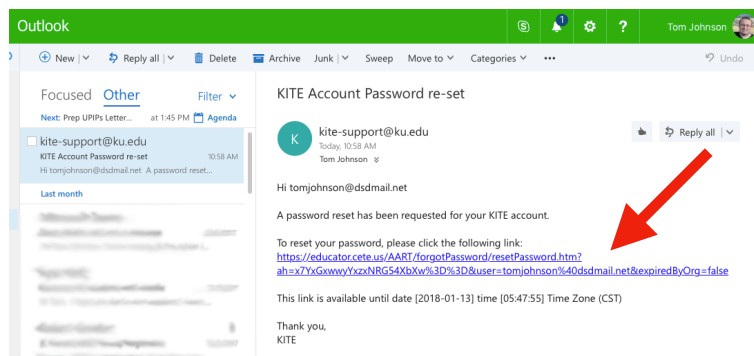
DLM Kite Login/Password Reset

1. Go to "**educator.kiteaai.org**"

2. Click on **"Forgot Password?"**

3. Enter your email address as the username: "**username@dsdmail.net**" Then press: **"Submit"**
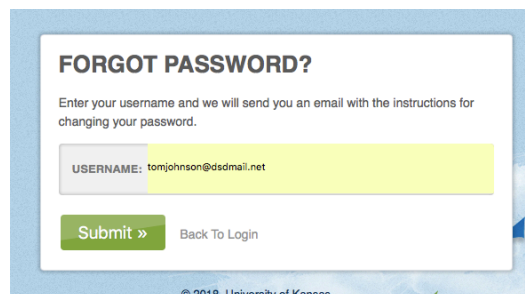
4. A password reset email will be sent to you from: **kite-support@ku.edu**
Inside the email message, Follow the instructions and click on the password reset link in the email. Enter a new password *(needs to be 8-32 charters, 1 special character, 1 upper case letter, 1 lowercase letter and 1 number.)*

5. Enter the new password twice, then press **"Submit"**

6. After resetting the password, return to the login page and login with your email address (username) and your new password. "**educator.kiteaai.org**"

TRAINING IS NOW ACCESSED THROUGH THE EDUCATOR PORTAL. LOOK FOR THE TAB CALLED "TRAINING".

AFTER COMPLETING YOUR TRAINING BE SURE TO OPEN THE CERTIFICATE OF COMPLETION. THIS IS WHAT SIGNALS THE EDUCATOR PORTAL THAT YOU HAVE COMPLETED TRAINING.