

Click on the School Dude Help Tracker link on the Ansonia web site to get to the SchoolDude page below:

https://login.myschoolbuilding.com/.../182841?suburl=...&id=... Welcome to MySchoolBuild...

File Edit View Favorites Tools Help

ANSONIA SCHOOL DISTRICT

Current User? Login Here!

Email  Password

[Forgot Password?](#)

**\*New Enhancement\***

- Your Reporter role now requires an individual password to log into MySchoolBuilding.
- This individual password is in addition to the Submittal Password used to submit requests.
- If you have previously submitted requests, you **DO NOT** need to register.
- If you do not have your individual password, click on **Forgot Password?** and enter your email address. You will receive an email to create a new password.
- If you already have an individual password, enter your email and Password and click on Sign In.
- Questions? Please review our resource page with FAQs, guides, and video tutorials.

Never Submitted a Request? Register Here!

Powered by: [Need help? Call us 1-877-888-EDUE \(3833\)](#)

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CSD-64-253, 51, 134  
ESD-LONG  
CMA/InternetSupport

Once there click on the arrow to the right of “Never Submitted a Request? Register Here!” line and you’ll see the following:

The screenshot shows a web browser window with the URL <https://login.myschoolbuilding.com/mdb/acadName:18998457@produd0c110>. The page header includes the Ansonia School District logo and the text "ANSONIA SCHOOL DISTRICT". The main content area is divided into two sections:

- Current User? Login Here!**: This section contains two input fields for "Email" and "Password", a "Sign In" button, and a link for "Forgot Password?".
- \*New Enhancement\***: A list of bullet points providing instructions for users regarding individual passwords and registration requirements.

Below these sections is a registration form titled "Never Submitted a Request? Register Here!" with an upward-pointing arrow. The form includes the following fields:

- Account Number: Pre-populated with "18998457".
- First Name and Last Name: Two separate input fields.
- Phone Number: A single input field.
- Email: A single input field.
- New Password: A single input field.
- Confirm Password: A single input field.
- Register: A button at the bottom of the form.

A note below the password fields states: "Passwords are case sensitive and must be at least six characters long."

Fill in the boxes, the account number is already populated, enter your first and last name, your school’s phone number, your ansonia.org email address, and the password you want to use. Remember, it must be at least 6 characters long. Once you’ve filled in all the information click on the Register button and you’ll be all set. This is only for new users who don’t already exist in the SchoolDude system so this part only applies to new employees. If registering does not work you may already be in the system so go back and try the Forgot Password instructions to reset or setup your password.

This only applies to logging in to the SchoolDude system, there is still a password for submitting a SchoolDude once you are in the system and that remains the same (chargers).