

SBCUSD – Information Technology

Quick Reference Guide

In Classroom Teacher Reissue Student Passwords

K-6 STUDENTS – UNLOCK OR RECOVER PASSWORD

1. Run a Web Browser and point it to: <https://inclasspasswordreset.sbcusd.k12.ca.us>
2. Login with your District network credentials, and a list of your courses will appear
3. From the list of your classes, click on the class that maintains the student you need to recover a password



4. Click on Next
5. A list of students who are in the selected class appear
6. Select the student you wish to recover a password and click on Next

308174	Angelina	Casillas
358425	Isaac	Garcia

7. A Confirmation will appear displaying the student's recovered password
8. Click on Submit
9. A result window will appear confirming the student's name, username and password

Thank you! The new password was submitted.

Display Name:
Angelina Casillas

Username:
Casillas308174

New Password:
[REDACTED]

7-12 STUDENTS – REISSUE A NEW PASSWORD

1. Run a Web Browser and point it to: <https://inclasspasswordreset.sbcusd.k12.ca.us>
2. Login with your District network credentials, and a list of your courses will appear
3. From the list of your classes, click on the class that maintains the student you need to reissue a new password



4. Click on Next
5. A list of students who are in the selected class appear
6. Select the student you wish to reissue a new password and click on Next

308174	Angelina	Casillas
358425	Isaac	Garcia

7. A Confirmation will appear displaying the student's new password
8. Click on Submit
9. A result window will appear confirming the student's name, username and password

Thank you! The new password was submitted.

Display Name:
Angelina Casillas

Username:
Casillas308174

New Password:
[REDACTED]

Note: When 7 – 12 student's passwords are reissued, they will be prompted to enter their own privately generated password upon first logging in with the reissued password.