

## LOG IN

1. Please click on link below to get to People Soft Portal and be sure to bookmark and /or save to desktop. If it doesn't work, copy and paste link to your web browser.

[https://sdppg91.erp.sdcoe.net/psp/sdpp911/EMPLOYEE/EMPL/h/?tab=PAPP\\_GUEST](https://sdppg91.erp.sdcoe.net/psp/sdpp911/EMPLOYEE/EMPL/h/?tab=PAPP_GUEST)

2. User ID: 6-digit Employee ID, no hyphen.

3. Password: Last 4 digits of your social security number + First 4 letters of your last name(first letter is capitalized)+\$.

4. Click on Sign In. When logged in, click on **People Soft Financials 9.2**.

PeopleSoft Portal

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PeopleSoft Portal

**SAN DIEGO COUNTY**  
OFFICE OF EDUCATION

PeopleSoft Login

User ID: 999999 **2**

Password: ..... **3**

Sign In **4**

Example:  
SSN: 123-45-6789  
Last Name: McCloughlin  
Password will be: **6789Mccl\$**

General News  
No articles currently available  
Feed  
View All Articles and Sections

Can't log in? Please contact your district's PeopleSoft System Administrator.

Forgot My Password

Forgot My Password

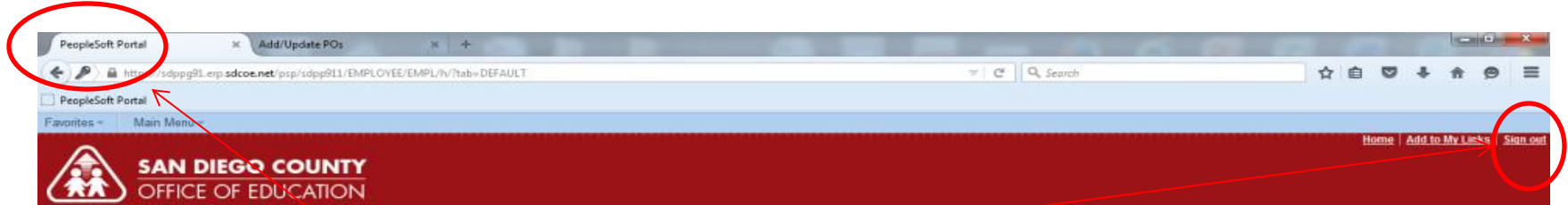
Applications

**People Soft Financials 9.2**  
PeopleSoft Financials 9.2

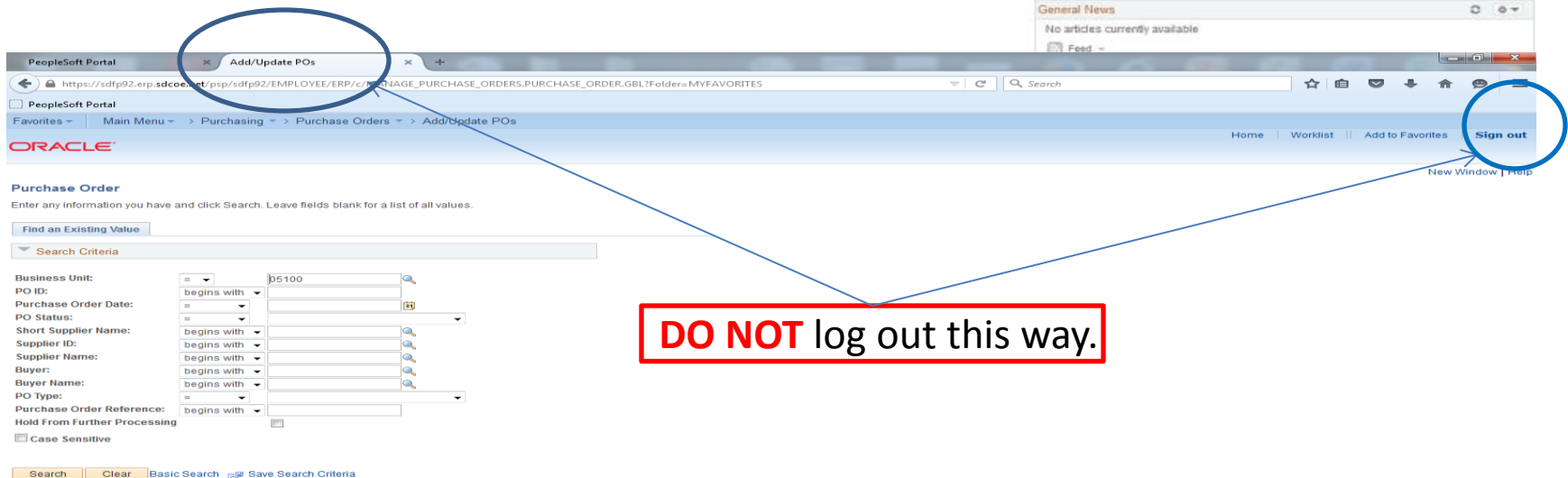
People Soft HCM 9.2  
PeopleSoft HCM 9.2

## LOG OUT/SIGN OUT of People Soft

1. Click [Sign out](#) on the screen where you initially logged in.
2. By clicking Sign out on the active screen, this takes you out of your active screen but not properly log you out of People Soft. When this happens, you will not be able to immediately log in.



This is the correct way to log out.



DO NOT log out this way.