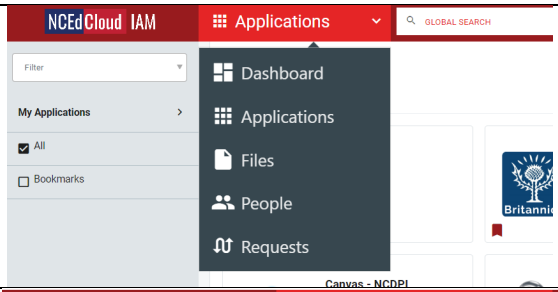
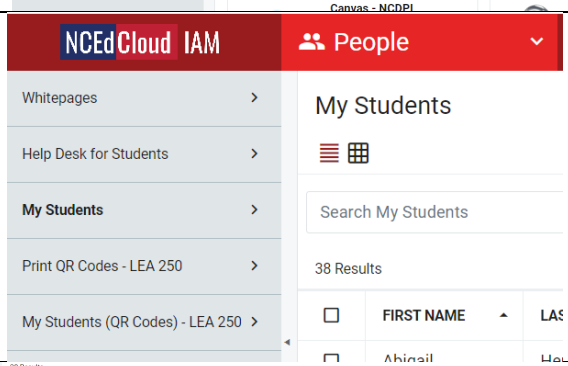
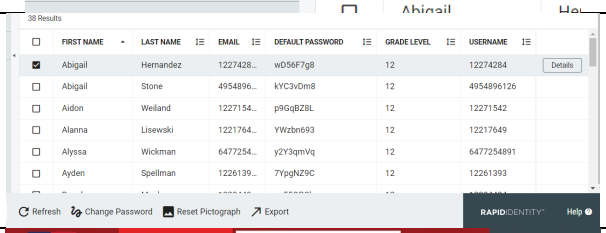
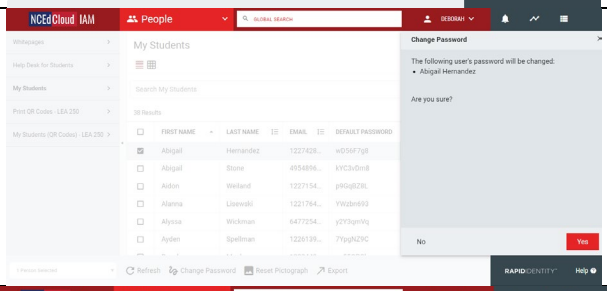
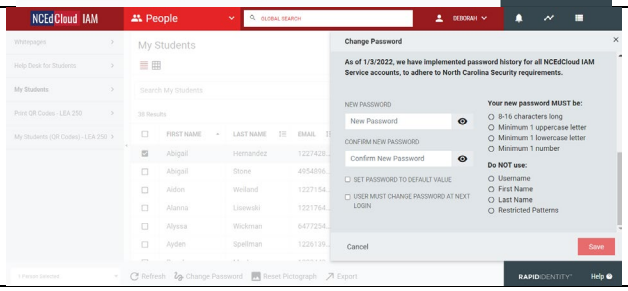
NCEdCloud Password Change

	From login page for NCEdCloud Click on dropdown for Applications Click on **People**
	Once on People Screen Click on **My Students**
	Click the box beside the student's name Then click **Change Password** at bottom of the screen
	Click **Yes** to change password on pop up box
	Scroll down in pop up box to New Password Then click Save

The password will change to the Digital Key found on the report from PowerSchool. Change those passwords to the Digital Key by making the first letter lowercase.

If the password has no numbers or no letters, please see your Data Manager for a reset.

For example - The Digital Key is 87HGTR4L, the NCEdCloud password is going to have to be 87hGTR4L