



# West Fargo Public Schools

Educating today's learners for tomorrow's world.

## Resetting your O365 Password

You can reset your O365 password at any time. Your **O365** login and password is the one that you use for all **Office apps** and site, **Schoology**, and **PowerSchool**. Changing this regularly will help keep your account secure, especially if you believe someone knows your password. You must know your current password to use this reset link. If you do not know your current password, please visit the Library or send a message to WFHS STUDENT HELP DESK in Schoology.

After resetting your O365 password, you **MUST LOG OUT** of **ALL OFFICE APPS and SITES, SCHOODOLOGY, and POWERSCHOOL**. You can then log back in using your new password. Failure to log out after updating your password could cause your account to lock apps/sites attempt to log in using your old password.

Go to: <https://fs.west-fargo.k12.nd.us/adfs/portal/updatepassword>

### REMEMBER your password must:

- Be at least 7 characters
- Contain an uppercase and lowercase letter
- Contain a number
- CANNOT be any password you have used previously.
- CANNOT contain any combination of your name or student ID#.

## WFPS OFFICE 365

### Update Password

Your email (i.e. 1234567@west-fargo.k12.nd.us)

Old password

New password

Confirm new password

Submit

Cancel