

NCEdCloud IAM Service Login Information – Student Accounts Secondary (Grades 6-13)

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The purpose of this document is to provide students with information on claiming and activating your IAMS (NCEdCloud IAMS) Login account. This is a two-part process.

Part 1: Claiming Your Account

Enter the NCEdCloud IAMS web address: <https://ncedcloud.mncn.org/>

Click on **Claim My Account**

The screenshot shows the NCEdCloud IAM Service website. At the top, there is a navigation bar with links for Home, FAQ, Resources, News, and Support. Below the navigation bar, the page is divided into three main sections: "Where To Start?", "Recent News", and "Quick Links".

- Where To Start?:** A vertical list of buttons: "Claim My Account" (highlighted with a red box), "Claiming Issues", "Teachers", "LEA Administrators", "Charter School Info", and "Source Data Requirements".
- Recent News:** A list of news items with dates and titles, such as "New 'Look and Feel' to the NCEdCloud IAM Service" and "IAM Service 'Office Hours' Resume!".
- Quick Links:** A yellow box containing the text "To Login or Claim Your Account:" and a blue button labeled "IAM Service Login". Below this is a link: "ABOUT the NCEdCloud IAM Service".

Below these sections, there is a heading "NCEdCloud IAM Service" and a sub-heading "The IAM Service And Home Base". A paragraph of text follows, stating: "The IAM Service will be replacing the PowerSchool login after 2014-2015 End-of-Year processing. The cutover date is July 6th, 2015. After the cutover, all North Carolina K-12 students and employees will login to Home Base applications using their NCEdCloud Username and password. The accounts are currently available and LEAs and Charter School can begin providing their students and employees their accounts at".

Read the Claim My Account information or watch the Video by selecting the **Student Claim My Account** Video link.

The screenshot shows the "Claim My Account" page. It has a heading "Claim My Account" and a sub-heading "How To Claim My Account (For All Employees)".

The page contains several paragraphs of text providing instructions on how to claim an account. A red box highlights the link "Student Claim My Account Video" in the text.

On the right side of the page, there is a screenshot of the NCEdCloud IAM login form. The form has fields for "NCEdCloud Username" and "Password", a "Login" button, and links for "Forgot My Username", "Forgot My Password", and "Claim My Account". A red circle highlights the "Claim My Account" link, and a red box highlights the "Click Here" link below it.

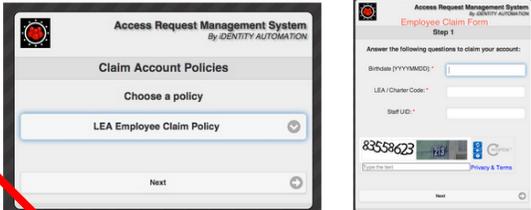
At the bottom of the page, there is a "Note" that reads: "Note: When entering your birthdate, the format is YYYYMMDD with no dashes or slashes. Also, you will need your 3-digit LEA Code and State UID#. Look closely at the Captcha number you need to enter at the bottom and make sure you include any number in the image if present - e.g. '213' in the example below."

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Once you have read the How to Claim My Account or watched the How to Claim My Account Video please proceed to claiming your account.

Click on the green **Claim My Account** link mid-way down the Claim My Account page.

NOTE: If at any time the "Next" button doesn't work (remains "grayed out") then the information you entered is either in the wrong format (such as birthdate) or may be incorrect in the source system (See [Account Claiming Issues](#) for help).



Click the **Claim My Account** button, you're all ready to go!

Claim My Account

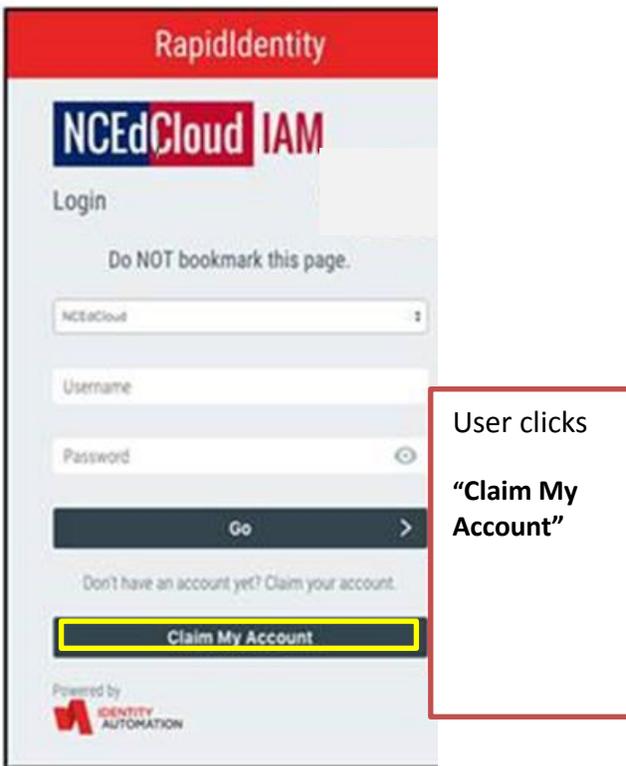
What Can I Do?

Once you have your IAM Service account, you can login to your NCEdCloud Account (either by going to my.ncedcloud.org or clicking on the Login button on the Home Page). When you login, you will be at the "Applications" tab and will be presented with icons of the Home Base applications your LEA or Charter School is using (after July 6, 2015) and any optional applications or resources your LEA or Charter School has integrated with the IAM Service. You will have access to End User Training videos through the Training icon.



You will also be able to see your profile information (under "Profiles") as well as have the ability to change or reset your password and Challenge-

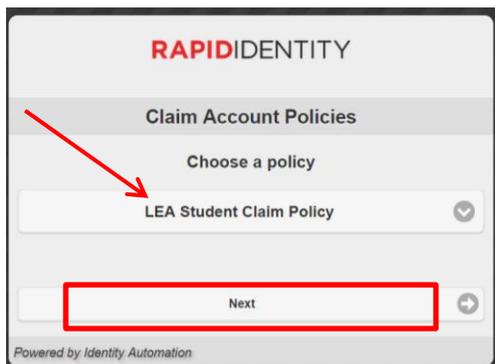
Once the NCEdCloud IAM Service screen appears, Click on **Claim My Account**



User clicks
"Claim My Account"

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On the Rapid Identity Screen, choose LEA Student Claim Policy > Click **Next**



In Step 1:

Enter your **Student UID**: This is your student number.

Enter your Grade Level in the **Grade** field.

Enter your **Date of Birth**: Entering the Year first, then the month and date.

Enter the **LEA number**: 410

Type the text in the ReCaptcha field

Click Next

A screenshot of the RAPIDIDENTITY 'Step 1' form. The title is 'Step 1' and the instruction is 'Answer the following questions to claim your account:'. There are four input fields: 'Student UID:' (empty), 'Grade [6-13]:' (containing '12'), 'Birthdate [YYYYMMDD] e.g. 20020427:' (empty), and 'LEA / Charter Code e.g. 012, 04H, 555:' (containing '410'). Below these fields is a ReCaptcha field (empty). At the bottom right is a 'Next' button with a right arrow. At the bottom left, it says 'Powered by Identity Automation'.

In Step 2:

Enter a password, then re-enter the password

Next

The system will ask you a series of questions to answer

Answer the required number of questions

Submit – remember the answers to the questions as the questions will be asked of you if you forget your password.

You will then receive a statement letting you know the 'claim account' process was successful

Close that tab

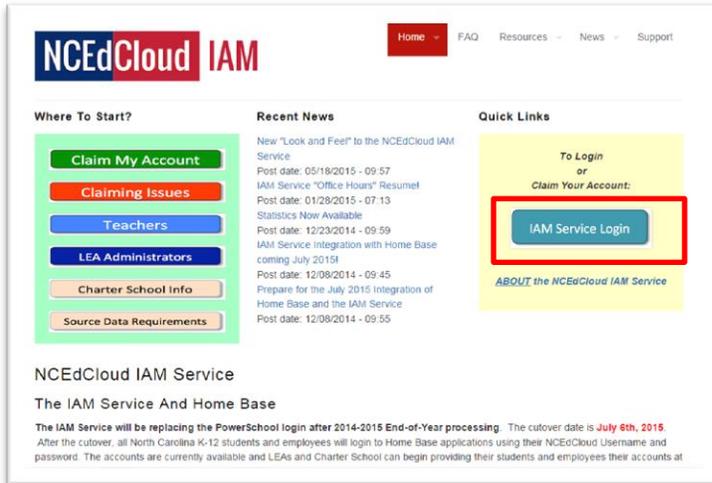
Now log into your account; instructions begin on the next page.

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Part II: Logging in to your Account:

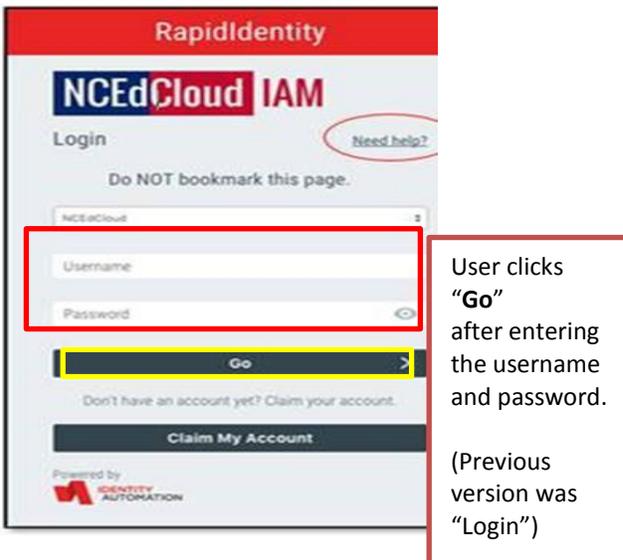
Enter the NCEdCloud IAMS web address: <https://NCEdCloud IAMS.mcnc.org/>

Click on **IAM Service Login**



1. Enter your Student number in the **NCEdCloud IAM Username** field
2. Enter your **Password** (created during the claim an account process) in the **NCEdCloud IAM Password** field
3. Click **Go**

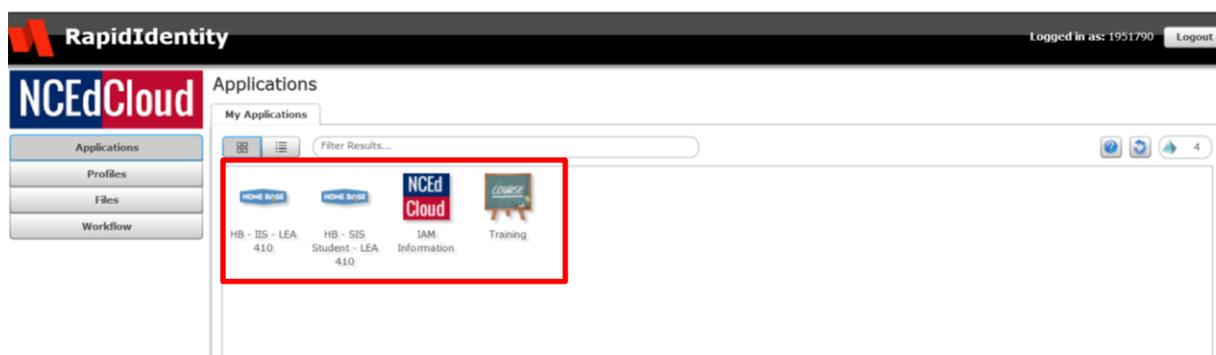
Do Not Save a Password - answer No to the 'want to save password' question



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Once you have logged into the **NCEdCloud**, you will see the following tabs on the left-hand side of the screen:

- **Applications** - system will open in the Applications tab
- **Profile** – this is where you can change your password or change the answers to your security questions.
- **Files (this will be empty)**
- **Workflow (this will be empty)**



Applications shown (see above screen shot):

- **IIS:** Select *HB-IIS LEA 410* - this will provide you with the access to SchoolNet.
- **Student:** Select *HB-SIS Student – LEA 410* - this will provide you with access to PowerSchool Student Portal > PowerSchool will become available to you.
- **IAM Information:** Select *IAM Information* - this will take you back to the login screen.
- **Training:** Select Training, select End User Training to view a video regarding using the NCEdCloud IAMS application.

If your PowerSchool Student account times out and you receive a message regarding single sign on, you must close that tab, go to the Rapid Identity tab, log out, close the tab and then:

- Go to the NCEdCloud IAM Service Login > <https://NCEdCloud IAMS.mcnc.org/> > Enter your username and password > Click **Go**. Choose the appropriate icon listed in the applications tab.

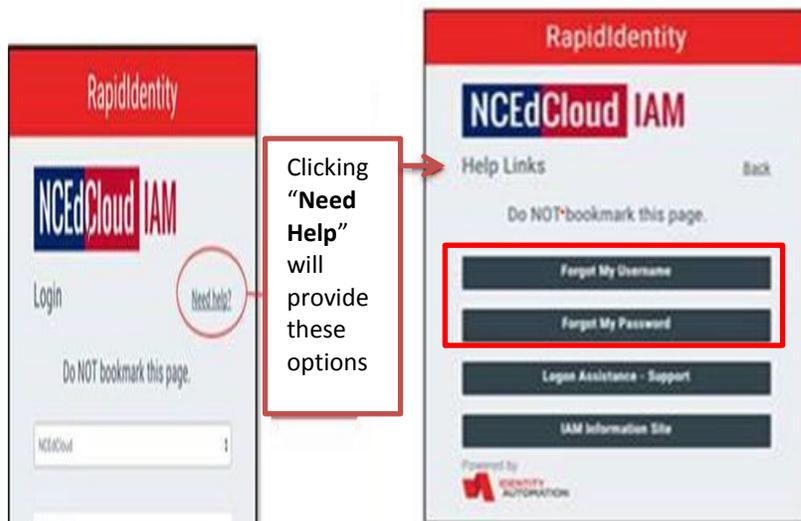
Note:

After accessing an application in NCEdCloud IAMS, be sure to log out and close the tab for that application at the end of the day or before accessing another application within NCEdCloud IAMS.

If errors continue to be received, clear the cache, close all tabs relating to NCEdCloud and return to the NCEdCloud login screen. Enter your username/password > Click Login.

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Forgot Username or Password



If you have forgotten your username:

- Click **Need Help?**
- Click the **Forgot My Username** link
- Enter your email address (your gagle email account)
- Type the text in the Recaptcha field
- Click **Next**
- You will receive an email message letting you know the username has been sent to the address you provided.

If you have forgotten your password:

- Click **Need Help?** > Click the **Forgot My Password** link
- Enter your username
- Type the text in the Recaptcha field
- Answer the challenge questions provided > Click **Next**
 - If questions are not answered correctly, the error message will be 'Authentication Failed'. Click the **Forgot My Password** again and follow the remaining instructions. If you continue to receive an error message, ask your teacher to reset your password.
- If questions are answered correctly > Enter new password (make sure it meets the requirements)
- Re-enter new password > Click **Next**
- Password change complete is received > Close this tab
- Click on the **NCEdCloud IAM** tab > Enter your username and the password just created
- Click **Go**
- **OR**
- Ask your teacher to reset your NCEdCloud password