

ACCESSING TRIPFINDER FROM THE CCPS CLASSLINK PORTAL

1. Log into your Classlink account.
2. Click on the Transfinder icon.



3. Click the Log in button for single sign on access. Add your district email to log in for the first time and select "Remember Me."

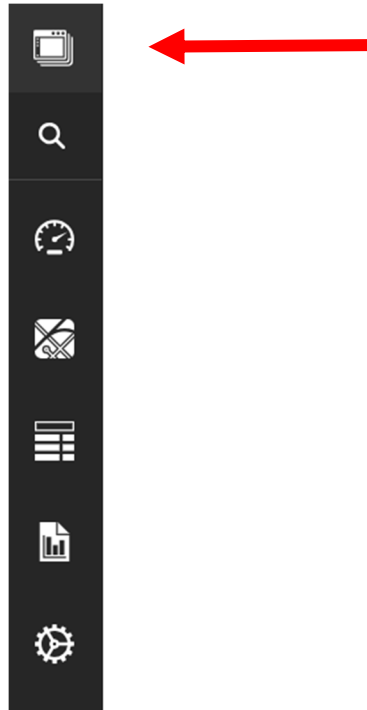
Client ID

User Name

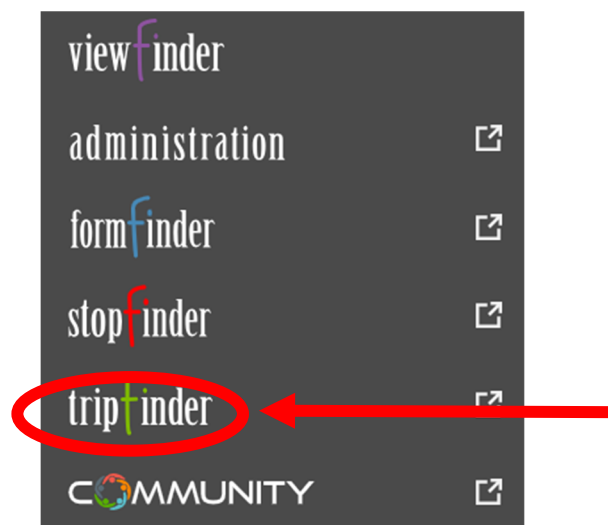
Password

☒ Remember Me [Forgot Password?](#)

4. Using the side navigation panel, click on the tabs screen icon.



5. Select Tripfinder from the list.



6. Click on Data Grids in the side navigation panel. Select Field Trips.

