# **Springs Single Sign On**

This year, we have a new (and hopefully simpler) Single Sign On process. Below, you will find the steps to login and how to reset your own password with Security Questions.

# First Login

### Login Page:

Springs	0
Charter schools	Have a badge?
Springs ID or Email	
Password	
Remember Me	
🔓 Login	Badge Login
Forgot Your Password?	

#### <u>Username</u>:

1. Your preferred username

Students + Staff: Your Oasis preferred username (ie. john.doe)

*Parents:* p + Oasis Parent ID (ie. p1234567)

OR

#### 2. Your email

Students: john.doe@student.riverspringscharter.org

Staff: john.doe@springscs.org

Parents: Your personal email you registered with the school

#### Password:

*Students:* Local Student ID + gogo (ie. 123456gogo)

*Staff:* 8 digit birthdate + gogo (ie. 01151980gogo)

Parents: rscsgogo

On your first login, you will need to change your password

### Password Reset:

Springs CHARTER SCHOOLS			
Password Change Required			
Password			
Confirm Password			
٥			
Update Account			
0			
0			

Requirements on the new password:

- Must at least 8 characters long
- Cannot be any of your three (3) former passwords

Next, you will need to setup security questions (if you have not already done so)

### Security Questions:

0	Springs CHARTER SCHOOLS	0
	Additional security questions required	
	Question 1	
	Enter your answer	
	Question 2	
	\$	
	Enter your answer	
	Question 3	
	¢	
	Enter your answer	
	Update Account	
	O	

Security Questions will be used to reset your own password, so **make sure you remember these.** Also ensure you select a different option for each question.

# I Forgot My Password

From the main Login page, select "Forget Your Password" at the bottom of the screen.



You will see the following

### Account Recovery:

<b>Springs</b> Account Recovery	
Springs ID / Email	o
© Cancel	✓ Next

Enter either your username **OR** your Springs email.



Then, you will be presented with a random one of your security questions:

And when answered correctly, you will be prompted to change your password

#### Password Reset:

Password Reset		
Password		
Confirm Password	° 0	
S Cancel	✓ Next	

The same password requirements apply as before (see above). Once you have changed your password, you will be redirected to the login page, and you may login with your new password.

# **I Forgot My Security Questions**

Please call the IT line at: 951-252-8866