## **Enrollment of the CUSD Self-Service Password Reset Tool**

it is recommended to set up Password Recovery for your Compton Unified School District account, in the event a password is forgotten or in need of change.

Luckily, you have two options to do so as it can be easily set up through Classlink!

Step 1: Go to the <u>Staff</u> section of the Compton Unified School District Website and locate Classlink. Sign in with your District Username and Password (Please Note: Classlink does not require an Email address to log in)



Step 2: Locate your profile icon on the top right of Classlink and click <u>Settings</u>. From the Settings window, select the <u>Recovery</u> tab



Step 3: You may choose to perform future password resets with the use of your Mobile Phone and/or Three Security Questions

## Mobile Phone Recovery Option

- Recovery			
We will only use your phone number to send a password recovery text message.			
Phone Number	Verification Code		

When you input your Mobile Phone Number, Classlink will send a text message with a <u>verification code</u>. Type in this code to confirm.

When attempting to recover your account, Classlink will send a code just like this to confirm your identity.



## **Questions Recovery Option**

Select Three Security questions that you feel confident being able to remember at a later date. Note: Answers are not case-sensitive

Recovery	
If you forget your password, we will use these questions to verify your identity.	
Question One       Custom     V	Ø
Question Two	Ø
Question Three   Custom V	Ø