

Login Page Preferences

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Forgot Password & Forgot Username | Help (All Login Pages) | New User (Campus Parent and Portal) | Providing Activation Keys

Tool Search: Login Page Preferences

The Login Page Preferences tool allows users to determine the text and options that display on login pages, including information specific to Campus Parent and Student Portals.

Login Page Preferences ☆	User Management > Settings > Login Page Preferences
Login Page Preferences	Î
Indicate content to display on login pages.	
Note: Forgot Password and Forgot Username links are displayed when Password Reset is enabled.	
Help (All Login Pages)	
Show link to the Help page	
Text that displays on the Help page, edit as desired *	
B <i>i</i> U A: = = = ¶: c> ⊞ ⊑ +:	
Parents/Guardians: If you have any questions about your campus portal user account, or having trouble logging in, please contact yo Students: If you forgot your password, please click on the following link: Password Recovery.	our child's school Portal Manager.
Save	

Users must have a Student Information System (SIS) Product Security role to access this tool.

Forgot Password & Forgot Username

If a district has enabled Password Reset, the options for Forgot Password and Forgot Username will be displayed below the login button.

See the Managing User Account Passwords page for more information about the Password Reset workflow and related processes.

Help (All Login Pages)



Mark the **Show link to the Help page** checkbox to display options. This content is displayed on all login pages - staff, parents, and students.

Help (All Login Pages)						
Show link to the Help page						
Text that displays on th	Text that displays on the Help page, edit as desired *					
Paragraph 🔻	в	ΙŪ	≣ ≣ ≣		⇔ ₽	毘
Having trouble log	Having trouble logging in to Campus? Please contact the district using the support using the email or phone number below.					
<u> </u>	System Support Phone Number: (123)555-4567 Edit ✓ Show phone number on the Help page					
System Support Email	System Support Email Address: support@district.com Edit					
Show email address on the Help page						
Show link to Infin	Show link to Infinite Campus Website on the Help page (Only on Campus Parent and Campus Student)					

Users access Help content from the link on the login page. Enter text as desired, based on district policy.

The **System Support Phone Number** and **Email Address** populate from the Support Contact Information tool.

The link to the Infinite Campus Website provides basic troubleshooting guidance to Campus Student and Campus Parent users.



New User (Campus Parent and Portal)

Mark the **Show link to the New User page** checkbox to allow Campus Parent and Portal to access a New User area. This screen can contain instructions for new users, and allow users to create their own user accounts if the **Use Activation Key** option is also marked.

To use this option, districts should send activation keys to parents and enable the option to use an **Activation Key** to create new accounts. Parents can then enter the key given and create their own account by entering a username and password. See the Providing Activation Keys section below for more information.

If not using this option, use the text field to provide instructions to parent users explaining how to contact your district to receive an account, based on your district's policies and practices.

lew User (Only on Campu	us Parent and Portal)				
Show link to the Ne	w User page				
Text that displays on t	the New User page, e	dit as desired *			
Format 🔹	B I U		目目目	⇔ ₽	₩.
Activate your Car	npus Parent accou	int by entering the	e activation key s	ent to you by y	our district.
If you do not hav	e an activation ke	v please contact v	your district to ob	tain one	

New parent users can click **New User** from their login screen to review district-provided text or to enter their activation key and activate their account if enabled.

	Infinite Campus					
Campus Parent CHANDLER UNIFIED DISTRICT Parent Username (Required) admin Password (Required)	Announcements There are no district announcements.					
Help Log in to Campus Student New User?		Infinite Campus				
© 2003-2024 Infinite Campus, Language: English <u>Get Di</u>	Activate your Campus Portal account strict ID If you do not have an activation key obtain one. Activation Key *	Activate your Campus Portal account by entering the activation key sent to you by your district. If you do not have an activation key, please contact your district to obtain one.				
	Back to L	Back to Login				
	© 2003-2024 Infinit <u>www.infiniteca</u>					



Providing Activation Keys

Districts can allow parents to create their own accounts by providing them with an activation key. This number is the person's **GUID** (Global Unique Identifier), found on the person's Demographics or Summary tab. The GUID is an alphanumeric identification number assigned to each person within Infinite Campus.

To facilitate the distribution of GUIDs, use the Ad hoc Filter Designer to generate a report of users' first and last names and GUIDs and then distribute that information to parents after they have returned the district's Acceptable Use Policy.

Click here to expand...

Creating an Ad hoc Filter Report for Contact (guardian) GUIDs

Tool Search: Filter Designer

- 1. Navigate to the Filter Designer tool.
- 2. Select the Filter Type of Query Wizard and the Data Type of Student.
- 3. Click the **Create** button.
- 4. Enter a name for this report in the **Query Name** field.
- 5. Select the following fields (more options can be chosen, but only these are necessary):
 - Student.firstName (Student > Demographics > firstName)
 - Student.lastName (Student > Demographics > lastName)
 - Student.grade (optional) (Student > Learner > Active Enrollment > Core Elements > Grade
 - Student.stateID (optional) (Student > Demographics > Identity History > State ID History > stateID
 - Contacts.lastName (Student > Census > Household Contact Summary > lastName)
 - Contacts.firstName (Student > Census > Household Contact Summary > firstName)
 - Contacts.contactGUID (Student > Census > Household Contact Summary > contactGUID)
 - $\circ~$ Contacts.guardian Student > Census > Household Contact Summary > guardian)
 - contact.addressLine1 (Sort set to 1) (Student > Census > Household Contact Summary > addressLine1)
 - contact.addressLine2 (Sort set to 2) (Student > Census > Household Contact Summary > addressLine2)
 - contact.mailing (Student > Census > Household Contact Summary > Mailing)
- 6. Click the **Next** button. A Filter the Data filter screen displays. Set the following parameters:
 - 1. Contacts.guardian = Operator is '= TRUE
 - 2. Contact.mailing = Operator is = 1
- 7. Click the **Next** button. A Format output screen displays. Set the following parameters:
 - 1. contact.addressLine1
 - 1. Sort is 1
 - 2. Direction is Ascend
 - 2. contact.addressLine2
 - 1. Sort is 2



- 2. Direction is Ascend
- 8. Click the **Next** button.
- 9. Click the **Save & Test** button. This will generate an HTML view of the filter.
- 10. If the information shown is correct, click the **Save** icon. This will save the report for later selection.

As this query is written, data is returned for every person in the district. Users may want to filter down to the parent/guardian level to only list parents.

Generating an Ad hoc Filter Report for GUIDs

Tool Search: Data Export

- 1. Navigate to the Data Export tool.
- 2. Select the **Filter** designed in the previous step from the **Saved Filters** list.
- 3. Select the **Pick an Export Format** option.
- 4. Click **Export**. This report can now be used to distribute GUIDs to potential portal users.