

# How to Reset Student Network Passwords

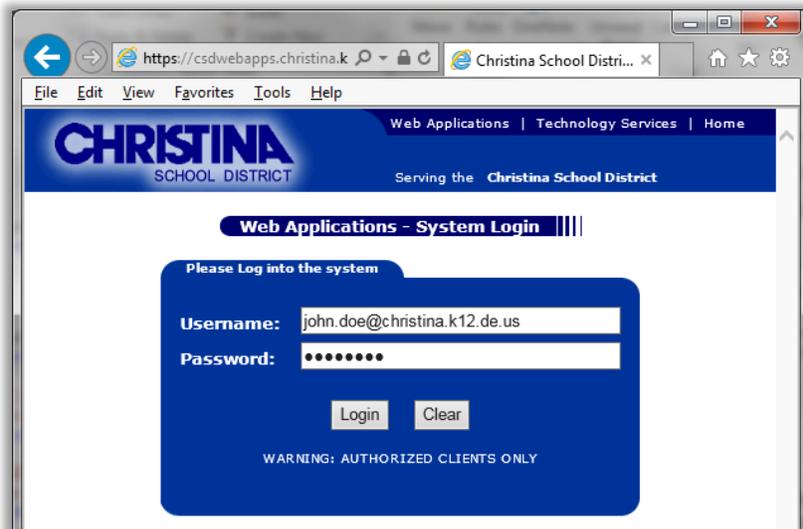
All Christina students have network user accounts, similar to staff, that allow them to login to district computers and access other resources. Teachers and administrators have the ability to reset student network passwords at any time. Resetting a student's network passwords can be accomplished via an application in the CSD Web Application system called "Student Network Accounts / Docs".

Please note that students have the ability to reset their own passwords after logging into a district computer, by pressing ctrl alt delete.

## Step 1. Log into CSD Web Apps

To access the "Student Network Accounts / Docs" application, first log into Christina Web Apps at the address <https://csdwebapps.christina.k12.de.us>

When logging into CSD Web Apps, please use your full Christina network username and password, which is of the format, first.last@christina.k12.de.us



## Step 2. Access the "Student Network Accounts / Docs" application

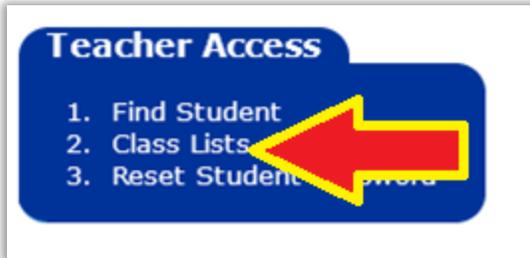
After logging into Webapps, you will be presented with the main menu containing links to one or more applications.

Click the "Student Network Accounts / Docs" application from the main menu.

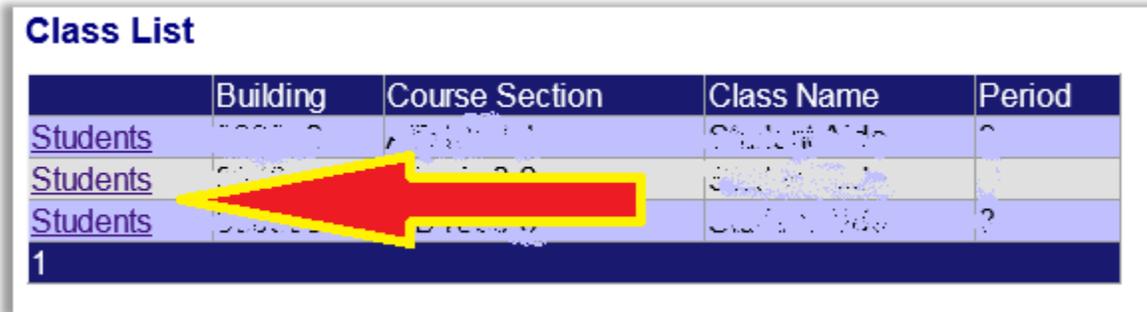
### Step 3. Reset student passwords via the class list

You can view all of your students by a class list and then reset the desired student password. Or if you prefer, you can search for an individual student and reset the password that way. The steps listed below describe how reset student passwords via the class list.

To view students by class list, **click the “class lists” option.**



You will be presented with the list of classes you teach. **Click on the desired class** to see the list of all active students in that class.



The image shows a table titled "Class List". The table has five columns: "Students", "Building", "Course Section", "Class Name", and "Period". The first three rows are highlighted in light blue. A large red arrow with a yellow outline points from the right towards the second row.

Students	Building	Course Section	Class Name	Period
Students				
Students				
Students				

A list of all students in the class is displayed. You can view each student’s username, click the link to view their “My Documents” folder, or **click the “Reset Password” link** to reset the student password.



The image shows a table with student information. The columns include username, "Student MyDocs", and "Reset Password". A large red arrow with a yellow outline points from the right towards the "Reset Password" link in the second row. Overlaid on the table is the text "click to reset student password" in large red font.

username	Student MyDocs	Reset Password
@students.christina.k12.de.us	Student MyDocs	Reset Password
@students.christina.k12.de.us	Student MyDocs	Reset Password
@students.christina.k12.de.us	Student MyDocs	Reset Password
@students.christina.k12.de.us	Student MyDocs	Reset Password
@students.christina.k12.de.us	Student MyDocs	Reset Password
@students.christina.k12.de.us	Student MyDocs	Reset Password
@students.christina.k12.de.us	Student MyDocs	Reset Password
@students.christina.k12.de.us	Student MyDocs	Reset Password
@students.christina.k12.de.us	Student MyDocs	Reset Password

Click the “Reset Password” button.

## Step 4. Choose a password for the student

Type in desired password and then click "reset".

Student Id:	000005
Student Name:	Ally, Hannah
Building:	321
Grade:	1
<hr/>	
Username:	hannah@students.christina.k12.de.us
Password:	<input type="password"/> <input type="button" value="reset"/>



This will now become the student's new network password. Please note that student usernames are generally of the format **first.last@students.christina.k12.de.us**

If you experience any issues with Christina Web Applications, please submit a Ticket to Technology Services at <https://csdwebapps.christina.k12.de.us/TechnologyServices>