STUDENT LOGIN SUPPORT

HELLO my name is
NEW STUDENT

Logging in for the First Time?

❶ Log on to any <u>on-campus computer</u> with **username student ID** and **password happy**

❷ Follow prompts to change password

❸ Use this new password for all district apps

***New students must FIRST complete this step before accessing any other CCSD apps**

StudentVUE

Logging in to StudentVUE

❶ Log in to **studentvue.cobbk12.org**

❷ Username: Student ID #

❸ Password: school computer login password

***New students must first set password *(see left)* and access StudentVUE in a web browser before they can use the mobile app**

Finding Your CTLS & O365 Username

❶ Log in to **studentvue.cobbk12.org** *(see above)*

❷ At left, click on **Account Login Information**

❸ Beneath your photo, click on Account Login Information again

***scan to view a video of these steps**

CTLS

Logging in to CTLS Learn

❶ Go to www.cobbk12.org > LOGIN > CTLS Learn Login *(on campus, open icon on desktop)*

❷ Username: Office 365 username **(all lowercase)**

❸ Password: Office 365 password

***If prompted for a Client ID, use gacobb**

Office 365

Logging in to Office 365

❶ Go to www.cobbk12.org > LOGIN > Office 365 Login *(on campus, open icon on desktop)*

❷ Username: **first.last@students.cobbk12.org**

❸ Password: **school computer login password**

***New students set password first (see above)**

Accessing Your CCSD Outlook Email

❶ Log in to Office365 (see left)

❷ Click on the Outlook email icon

❸ Or download and use the mobile app

***Students can email school staff but not other students; incoming emails are limited to district-approved addresses**