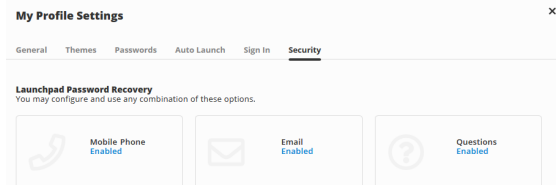


CoyoNet- How to Reset your WPSD1 Password

Method #1

Password Recovery Setup – Security Questions

1. You can only reset your password if you've previously set up your Password Recovery Options within CoyoNet.
2. Login to CoyoNet: <http://coyonet.willistonschools.org/>
 - a. Username: first.lastname
 - b. Password: same password used to login to the Chromebooks, PC, and Email
3. In the top right-hand corner click on the circle with the picture
4. Then select profile --> Settings
5. Click on **Security**
6. Decide which of the three available options to reset your password you wish to use. You may select one or choose to use all three. It is recommended that you use all three.
 - a. Mobile Phone Verification
 - b. Email - Do not use your school e-mail address or you will get an invalid Username error
 - c. Questions (Answers are case sensitive) - You can select from 11 possible pre-defined questions, or if you prefer, you can make a custom question and make it anything you want.
7. Save Questions
8. Make sure to Connect your Google account under **Sign In** to be able to Sign in with Google
9. Once complete, Sign Out
10. Go back to the CoyoNet Login Page
 - a. Click "Help! I forgot my password" link
 - b. Enter your username and answer the security question you created above.
 - c. You will then be able to reset your password.



Method #2

1. Go to your Profile picture
2. Go to the **General** Tab on the left
3. Scroll down until you see the **Reset Password** button
4. Enter your old password and a new password that you'll remember

After this process is complete, your Chromebook login, PC login and Gmail logins will change to this new password.