

Classlink – Setting Security Questions



Prepared for
Leon County Schools

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Version 1.0

My Profile

- General
- Themes & Colors
- Password Locker
- Sign-in options
- Password Recovery Setup**
- Two-Factor Authentication Setup

Password Recovery Setup

Mobile Phone
We will only use your phone to send you a text message to help you access your account if you forget your password.

Phone Number

Verified

Email
We will only use your email address to verify that you own your account.

Recovery Email Address

Verified

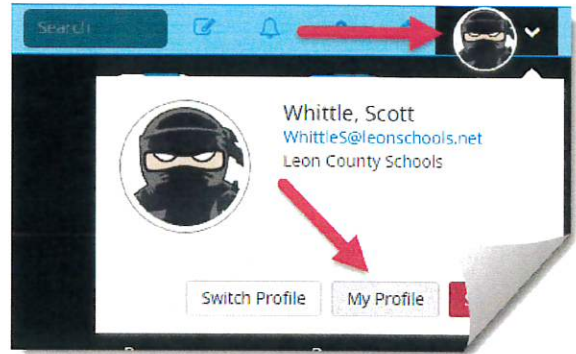


Classlink – Setting Security Questions

Password Security Setup

Profile

- ▶ Once logged into ClassLink, click on your profile avatar on the top right and select “My Profile”
- ▶ Select “Password Recovery Setup”
- ▶ 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.



Password Recovery Setup

Mobile Phone

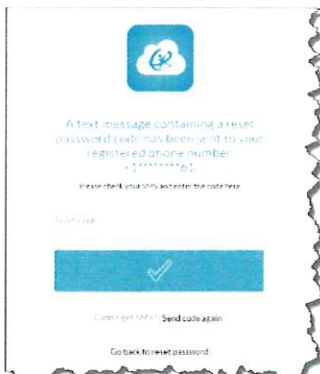
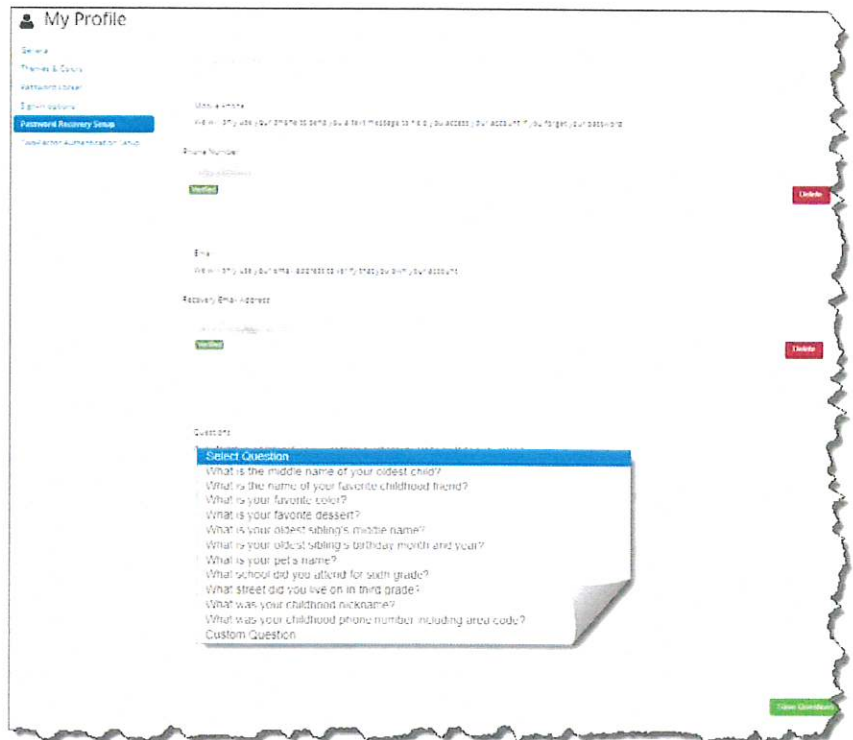
Simply enter a cell phone number (*Do not use a home phone as it will send a text*)

E-mail

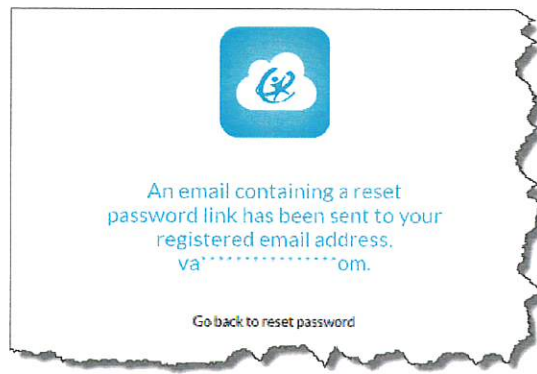
Important!! If use the Email recovery option, do **NOT** use your LCS e-mail address as that is only accessible if you know your LCS password or it is not expired. Instead, enter an alternate e-mail such as a Gmail, Hotmail, or other email address you use on a regular basis.

Questions and Answers (Q&A)

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.



Text Msg



Email



Q & A