



combine-courses

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[Settings > Update Profile](#)

Update Profile

Update any fields you wish to change. Blank fields will not be updated. Fields with an asterisk (*) are required.

*Current Password:



- Enter current password to continue.

New Password:



- 6-9 characters using 3 of the following:
 - UPPERCASE letters
 - Lowercase letters
 - Numbers (0-9)
 - Special characters

Confirm Password:



- Passwords do not match

New PIN:

- Four numbers required (e.g., 1234)

Phone Number:

-

Email Address



- Maximum of 64 characters (example: name@isdname.net)

Notes:

- NOTE: Parents can view phone number and email address in ParentPortal.

Combine Courses in Attendance:

☒

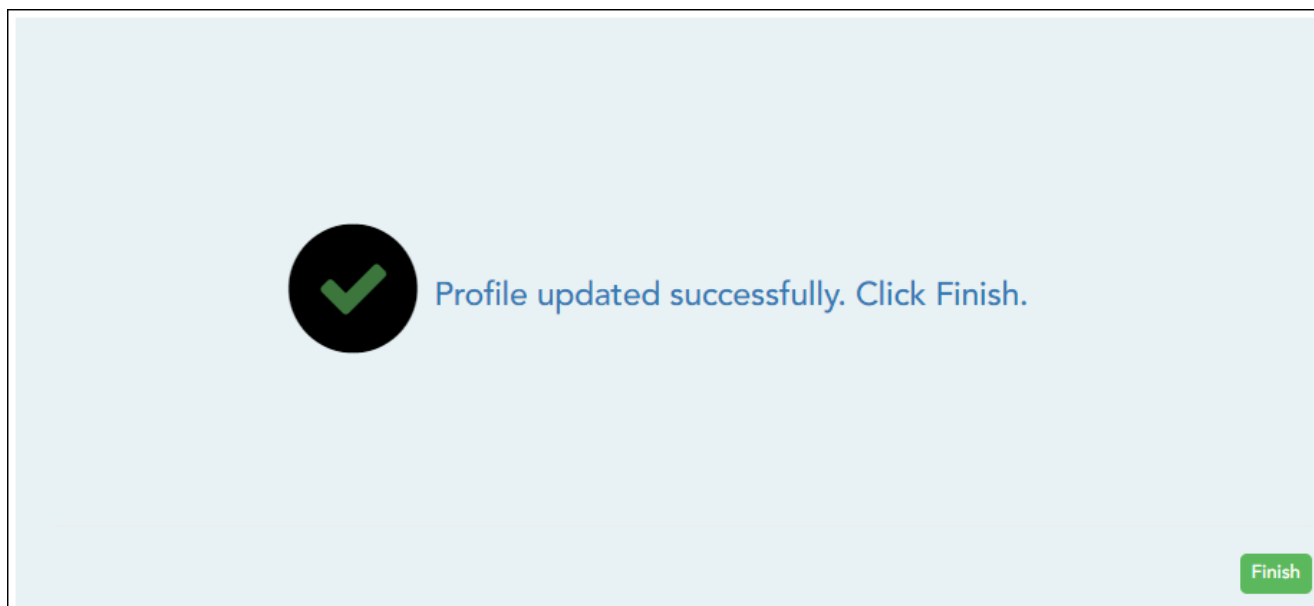
- If changed, all seating charts must be re-saved.

Update Hint Questions: 

Current Password	For added protection of this information, you must type your current password to update data on the Update Profile, even though you have already logged on to TeacherPortal. IMPORTANT: If you have three unsuccessful attempts to access the page (invalid password), you will be logged out of your account. If this occurs, contact your campus administrator to have your account reset. To exit without saving any changes, click Home or any other menu item to go to another page.
Combine Courses in Attendance	Select if you want to combine classes for attendance reporting. If you have multiple course-sections that meet during the same period, this option allows you to record attendance for all sections at one time. If you plan to create a seating chart on Settings > Manage Seating Charts, it is highly recommended that you set this field the way you want it for the semester before creating the seating chart. If you do not want to combine courses for attendance reporting (e.g., PK courses that meet morning and afternoon), do not select the field.

☐ Click **Next**.

If you did not select **Update Hint Questions**, the Success page is displayed.



☐ Click **Finish**.

You are redirected to the Announcements page.