



update_hint_questions

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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:

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.
Update Hint Questions	Select if you want to update your hint questions. The questions are updated on the next page when you click Next .

Click **Next**.

If you selected **Update Hint Questions**, the next page allows you to update your hint questions.

Update Hint Questions

Provide answers to three different questions. The information will assist you in resetting your password.

Question 1:

*Answer 1:

Question 2:

*Answer 2:

Question 3:

*Answer 3:

Next

Question #	Select one of the hint questions for each field. You must select three different questions.
Answer #	Type the answer to the question you selected. You cannot repeat any questions/answers.

Click **Next**.

The Success page is displayed.



Profile updated successfully. Click Finish.

Finish

Click **Finish**.

You are redirected to the Announcements page.



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