


Staff Student Email/Password Export Process

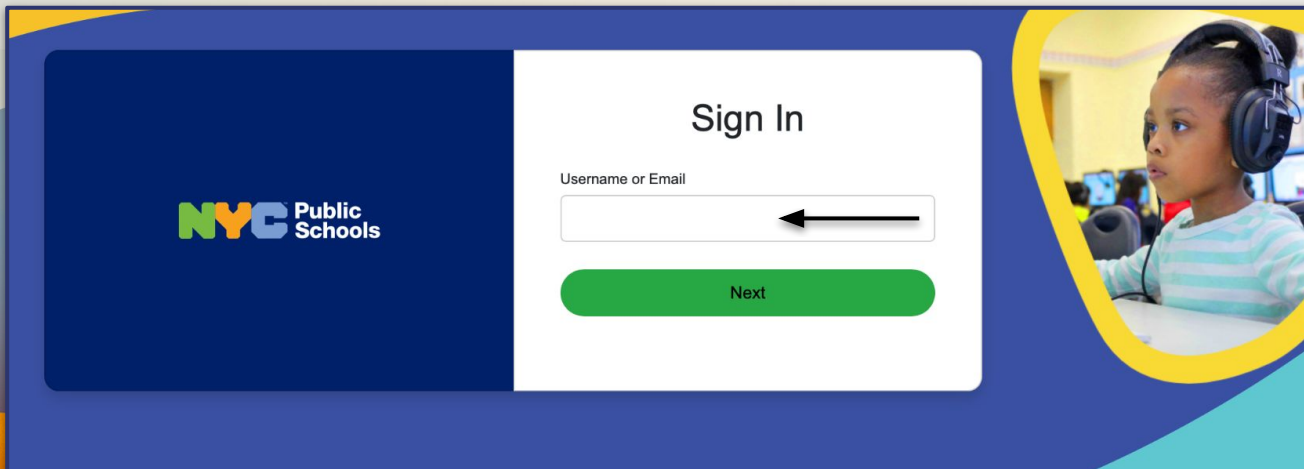




 idmapps.nycenet.edu/passwordreset/teacher/index

Navigate to this domain with your preferred web browser:

<https://idmapps.nycenet.edu/passwordreset/teacher/index>

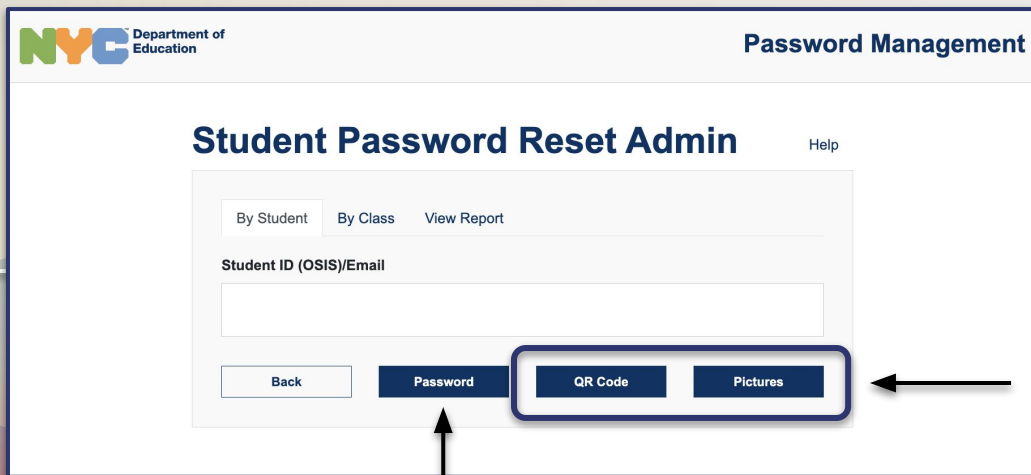


You will be presented with a login screen and will have to use your DOE credentials for access.
Note: Only School Point of Contacts, principals, and assistant principals will have access to this domain.
Teachers will also have access but only to their official classes that have been aligned via STARS.



You can search individually by the student's OSIS number.

Or you can search by class number to see all the students in that class to select in bulk to reset multiple student passwords.



The screenshot shows the 'Student Password Reset Admin' page. At the top, there's a header with the NYC Department of Education logo and the title 'Password Management'. Below this, the page title 'Student Password Reset Admin' is displayed with a 'Help' link. The main content area has three tabs: 'By Student', 'By Class', and 'View Report'. Below the tabs is a text input field labeled 'Student ID (OSIS)/Email'. At the bottom, there are four buttons: 'Back', 'Password', 'QR Code', and 'Pictures'. A blue box highlights the 'QR Code' and 'Pictures' buttons, with an arrow pointing to them from a text box below. Another arrow points to the 'Password' button from below.

The QR code and Pictures option are only for students that are K-5



Please follow the student password requirements below when resetting new student passwords:

Your new password must:

- ✓ contain at least one lower-case letter
- ✓ contain at least one upper-case letter
- ✓ contain at least one number
- ✓ be at least eight characters long

Student Password Reset Admin

[Help](#)

<input checked="" type="checkbox"/>	ID	STUDENT	MESSAGE
<input checked="" type="checkbox"/>	123456789	JOHN SMITH (johns1234)	

New Password

Your new password must:

- ✓ contain at least one lower-case letter
- ✓ contain at least one upper-case letter
- ✓ contain at least one number
- ✓ be at least eight characters long

Confirm Password

[Back](#)
[Update](#)


From the location drop down menu select your school DBN/Code then select load for all the student data can populate.

Once completed select download CSV or XLSX. This will download a spreadsheet with all of the student .Net account screen names.

Student Password Reset Admin

By Student By Class View Report

Select Location

X390

Load

ID	LAST	FIRST	GRADE	EMAIL
No Data Available				

Download CSV Download XLSX

Student Password Reset Admin

By Student By Class View Report

Select Location

X390

Load

ID	LAST	FIRST	GRADE	EMAIL
123456789	SMITH	JOHN	08	

Download CSV Download XLSX

Note: Passwords are not included in the downloaded spreadsheet for security reasons.

