User Manual & FAQ

Login & Logout

Student Multi-Tool

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User Manual

To log into the system, run the app and select login. Enter your username and passcode. If entered correctly, the user will receive an email with a one time password. Use the one time password along with your username to then log into the system. Users will only have five chances to enter their username and one time password correctly within a 24 hour period, or else their account will be disabled and an account recovery action will have to be performed.

Logging out of the system can be done one of two ways. The first is by manually clicking the logout button. The second is by closing the browser.

FAQ

Q: What happens if I forget my username or passphrase?
A: If a user forgets their username or passphrase, they can email
studentmultitool@outlook.com to get help.

Q: How many tries do I get to log in?
A: A user has 5 attempts to log in within a 24 hour period

Q: Why does my account get disabled if I can't log in?
A: Accounts with repeated failed attempts are disabled to improve the security of our
system.

Q: How do I get my account back after it becomes disabled?
A: An account recovery will need to be performed in order to get an account enabled again.