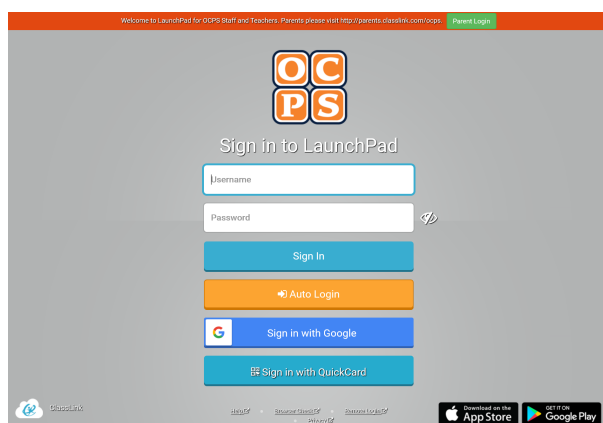


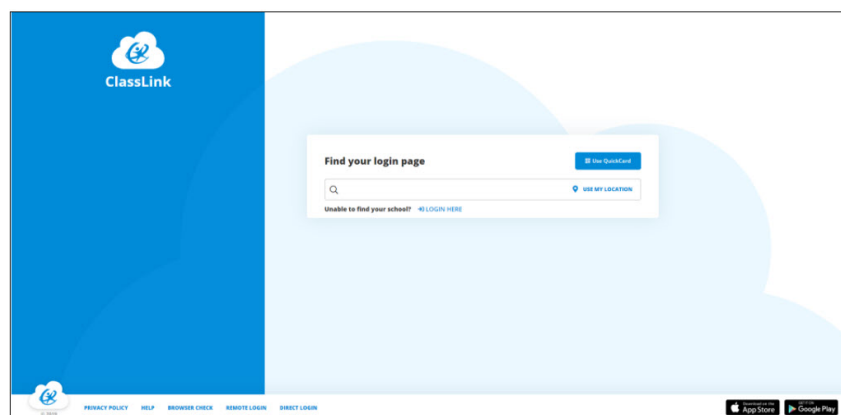
Welcome to [Insert Business Here] FAQ. Here we will walk you through how to successfully log into the [Insert Business Here] portal.

#### Logging Via Web Browser:

1. Verify you have a steady network connection. If you do not, please follow the guidelines of your device and service to implement a secure and steady connection.
2. All organizations have a specific [Insert Business Here] login page that issues custom sign-in options.
3. You must initially login at your organization's own custom login page.
4. The organization's login page URL should look like the following, where [yourschoolorganization] is your unique designator:
  - a. [http://my.\[Insert Business Here\].com/\[yourschoolorganization\]](http://my.[Insert Business Here].com/[yourschoolorganization])
  - b. [https://launchpad.\[Insert Business Here\].com/\[yourschoolorganization\]](https://launchpad.[Insert Business Here].com/[yourschoolorganization])



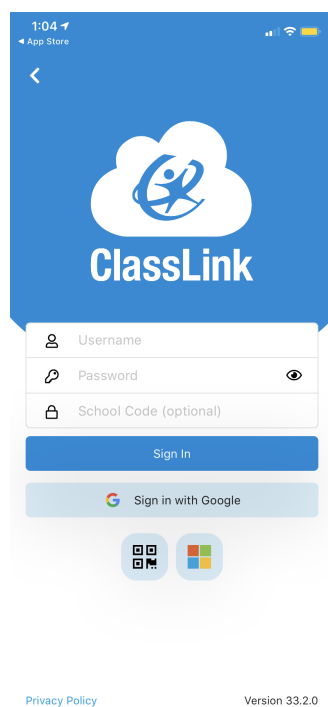
5. If your org-specific login page is not linked to your organization's website, then proceed to this link: [https://launchpad.\[Insert Business Here\].com](https://launchpad.[Insert Business Here].com).
6. Search for your organization's login page by entering the org name in the search bar.
7. Click "Use My Location" and permit the browser access to your location data, then the location closest to the organization will be displayed:



8. Please verify your username and password.
9. In the case you do not know your username or password, please contact your teacher, media specialist, and/or technology department.

#### Logging Via Mobile Device:

1. Logging into [Insert Business Here] on a mobile device requires the [Insert Business Here] app. End users cannot access the application via a mobile device browser. For iPad/iPhone/Android login, please implement the following for Mobile access.
2. Please use the [Insert Business Here] LaunchPad Mobile App to download the links below:
3. iOS
4. Google Play



QuickCard by [Insert Business Here] App

5. iOS (weblink redirect embedded)
6. Google Play
7. If you are still unsuccessful, please email [helpdesk@\[Insert Business Here\].com](mailto:helpdesk@[Insert Business Here].com) with your user information (organization designator, username, name, email, web browser and/or mobile device type) for further assistance.

Tags: passwordreset, loggingin, loginto[Insert Business Here], helpdesk, newuser, iOS, googleplay, mobilelogin, mobileaccess,