

# Students!

You will be provided a  
username and a password.

The username is your student id number.  
You can not change the password.

# Students!

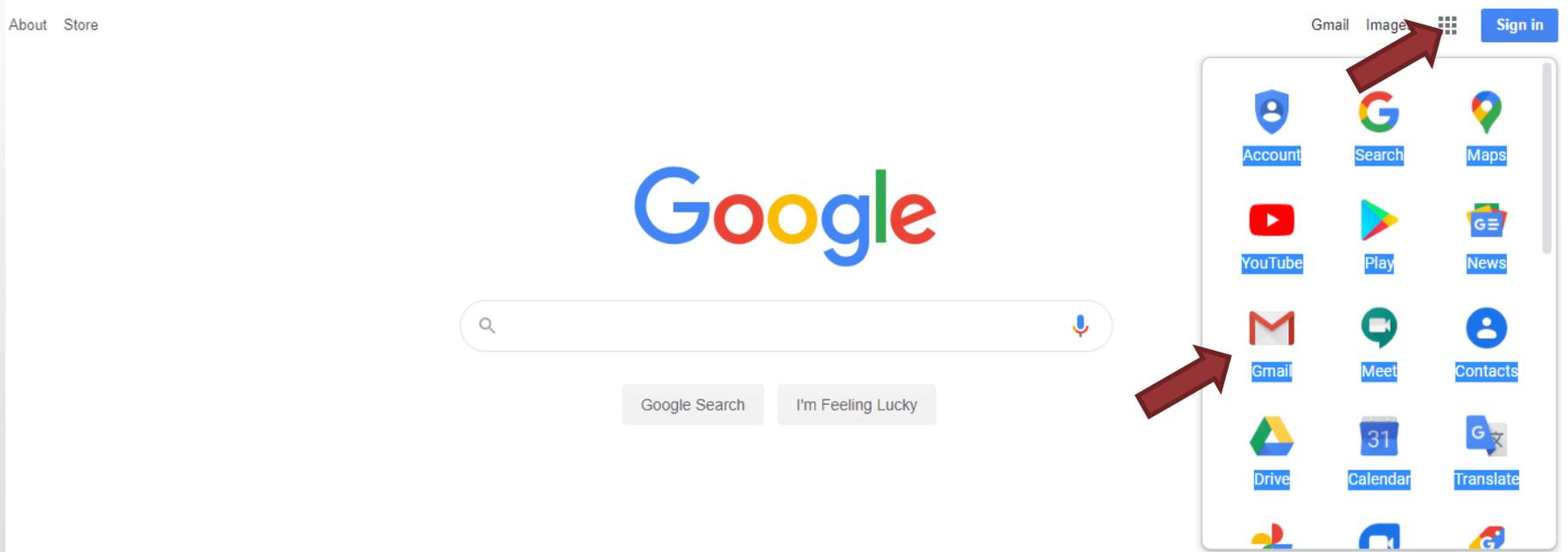
**Every student has access to a UCPS student email.**

**You can email any student or teacher/counselor/staff member in Union County Public Schools.**

**username@student.ucps.k12.nc.us**

(Student id #)

# How to access student email:



**Verify that your student email opens.**

**You should have an email that includes this slide show and a video that will be helpful in the last step: claiming cloud space from [my.ncedcloud.org](https://my.ncedcloud.org) for access to PowerSchool and Canvas.**

# How to access student google drive:

About Store

Gmail Image



Sign in

Google

Google Search

I'm Feeling Lucky

A grid of Google services icons. A red arrow points to the 'Account' icon (top left), and another red arrow points to the 'Drive' icon (middle left).

Account	Search	Maps
YouTube	Play	News
Gmail	Meet	Contacts
Drive	Calendar	Translate

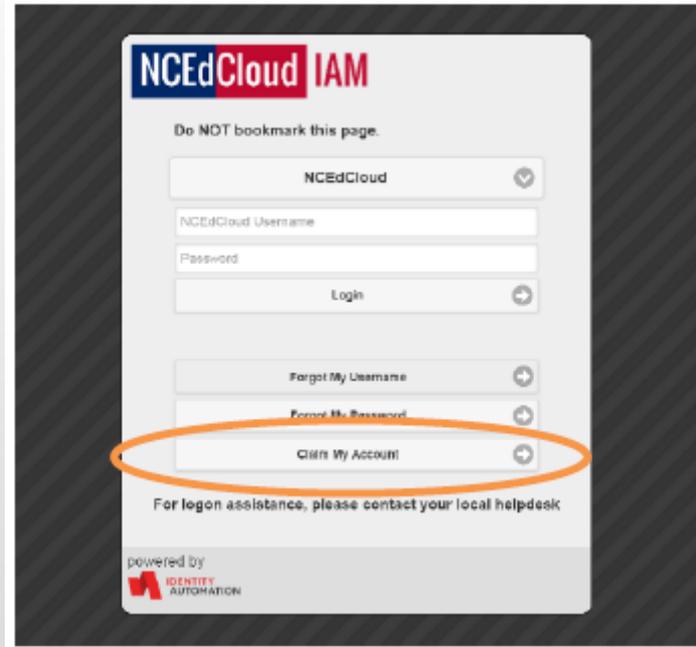
# **How to claim your IAM account...**

**(You have to do this to access Canvas,  
SchoolNet, and PowerSchool)**

# my.ncedcloud.org from your student start-up page



# Choose 'Claim My Account'



The image shows a screenshot of the NCEdCloud IAM login interface. At the top, the logo reads "NCEdCloud IAM" in blue and red. Below the logo, a warning states "Do NOT bookmark this page." The login form includes a dropdown menu currently set to "NCEdCloud", followed by input fields for "NCEdCloud Username" and "Password". A "Login" button is positioned below these fields. Underneath the login button are three links: "Forgot My Username", "Forgot My Password", and "Claim My Account". The "Claim My Account" link is highlighted with an orange oval. At the bottom of the form, a note reads "For login assistance, please contact your local helpdesk". The footer of the page indicates it is "powered by" "IDENTITY AUTOMATION".

# Choose 'LEA Student Claim Policy'

Click 'Next'

**RAPIDIDENTITY**

Claim Account Policies

Choose a policy

LEA Employee Claim Policy ✓

LEA Employee Claim Policy

LEA Student Claim Policy

Next ➔

Powered by Identity Automation

@ drop down menu

# Fill out information:

Click 'Next'

The screenshot shows a mobile registration form titled "RAPIDIDENTITY Step 1". The instructions are "Answer the following questions to claim your account:". The form contains four input fields: "Student UID:" with the value "Student ID from PowerSchool"; "Grade [6-13]:" with the placeholder "Enter grade"; "Birthdate [YYYYMMDD]" with the value "YYYYMMDD (birthday)"; and "LEA / Charter Code" with the value "900". Below the fields is a reCAPTCHA checkbox labeled "I'm not a robot" and a "Next" button with a right arrow. The footer text reads "Powered by Identity Automation".

This is your username.

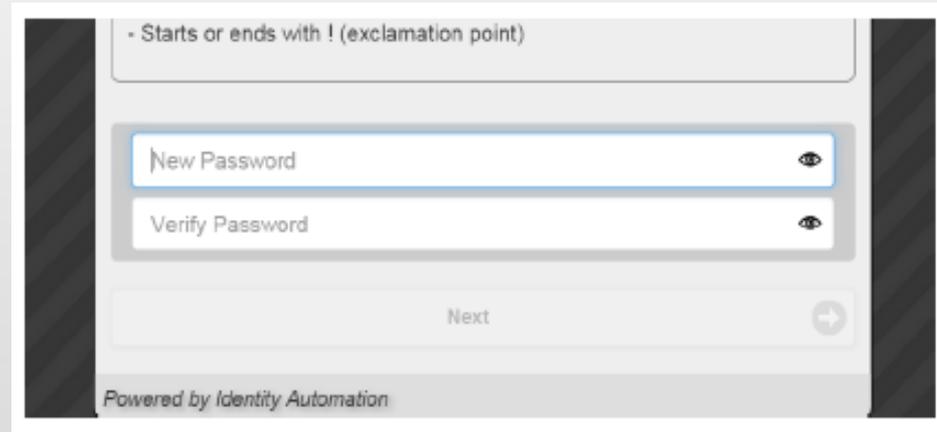
Note the format for your birthdate entry.

900 is our school code

# Enter the computer login password you have been given!

Type in twice to verify

Click 'Next'



- Starts or ends with ! (exclamation point)

New Password

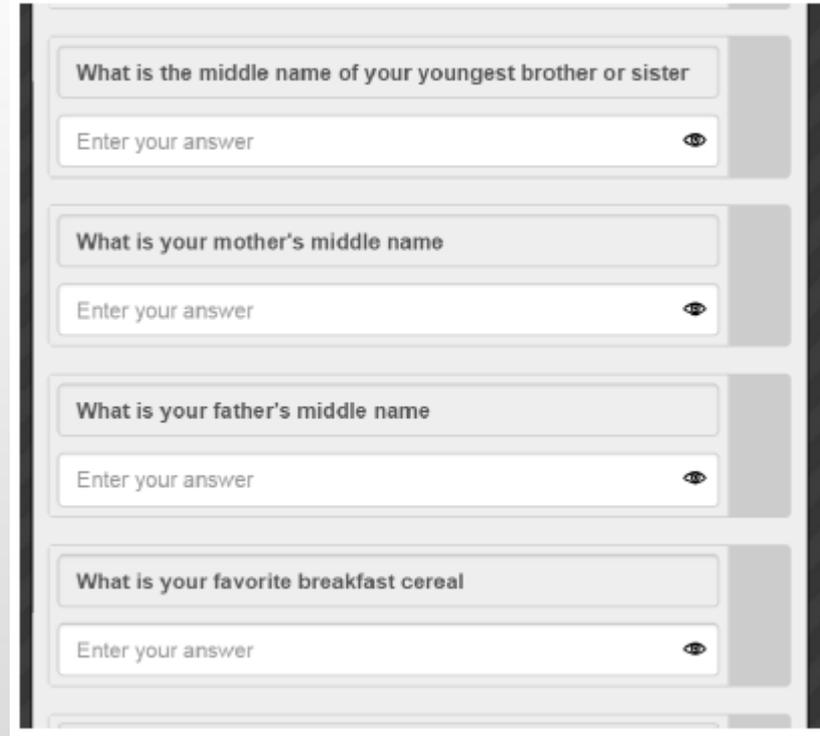
Verify Password

Next

Powered by Identity Automation

# Select any 5 questions to answer:

Click 'Next'

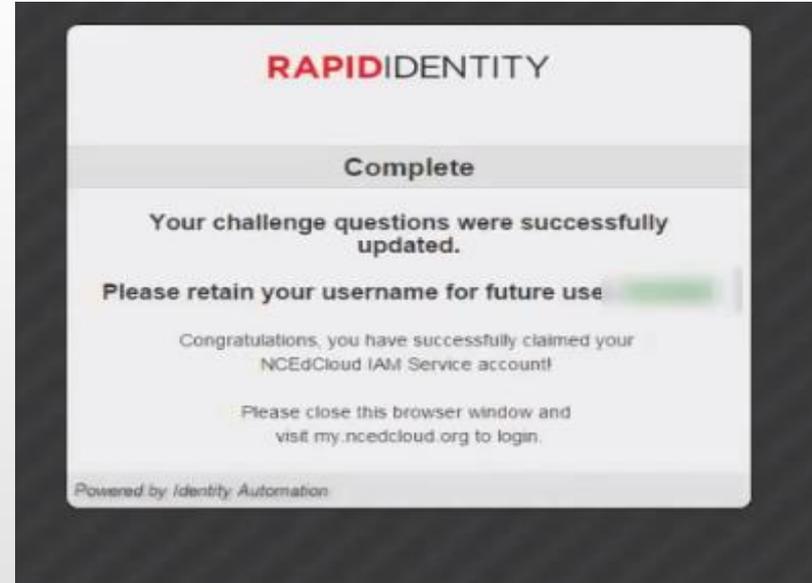


The image shows a screenshot of a survey interface. It contains four questions, each with a corresponding input field and a 'Next' button. The questions are:

- What is the middle name of your youngest brother or sister
- What is your mother's middle name
- What is your father's middle name
- What is your favorite breakfast cereal

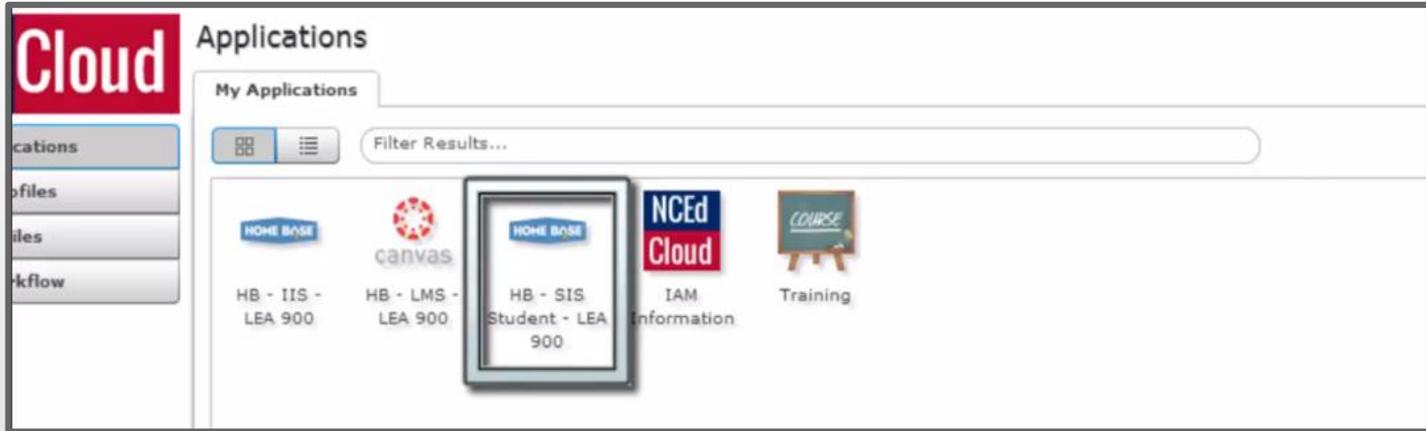
Each question is followed by an input field labeled "Enter your answer" and a "Next" button. The input fields are currently empty.

# This should complete your registration!



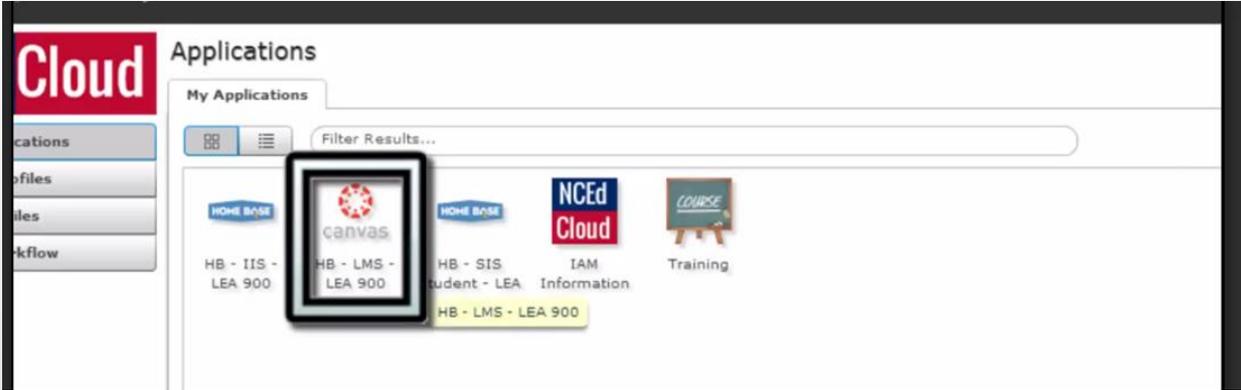
If you don't get to this point, you will have to contact the media center office at CHS.

# Click Here to Access PowerSchool:



If PowerSchool does not open for you, please email [regina.spencer@ucps.k12.nc.us](mailto:regina.spencer@ucps.k12.nc.us) explaining that you are a new student and cannot get into PS

# Click Here to Access Canvas Courses:



If after you have logged into your Chromebook and attempt to access the internet and are prompted to log in again, it is likely related to the zScaler cloud security application. (See image below.)



Use these steps to resolve the issue:

1. To login, REMOVE the word “student” from the username and use @ucps.k12.nc.us. See the example below.

123456789@ucps.k12.nc.us

2. Continue to login using your UCPS password.

If you experience technical difficulties with your Chromebook, please use the following link to submit a help ticket:

<https://studenthelpdesk.ucps.k12.nc.us>

\*Please unplug your Chromebook when it becomes fully charged to prevent battery exhaustion AND keep the protective cover on your Chromebook at all times.\*

# Problems?

**Click to access Tutorials for Students (which includes Technology Help Desk in the event you need to enter a helpticket):**

<https://www.ucps.k12.nc.us/Page/7372>