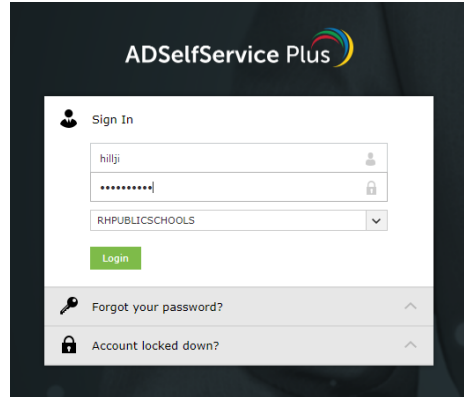


Enrolling in the Rocky Hill Public Schools Self Service Password Portal

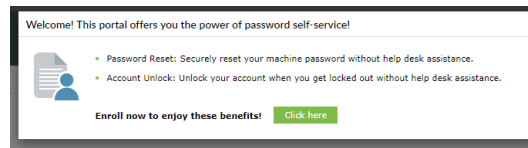
1) Navigate to <http://reset.rockyhillps.com:8888>

2) Enter your username and current password and click “Login”



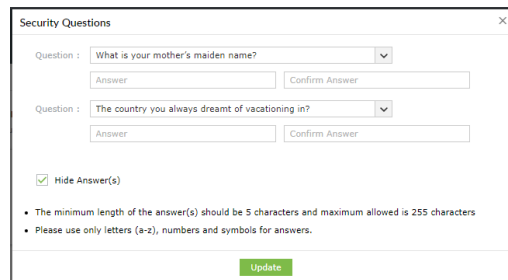
The screenshot shows the ADSelfService Plus Sign In interface. At the top, there is a header with the logo and the text "ADSelfService Plus". Below the header is a "Sign In" section with a user icon. There are three input fields: a username field containing "hillj", a password field with masked characters, and a dropdown menu showing "RHPUBLICSCHOOLS". A green "Login" button is positioned below the input fields. At the bottom of the sign-in area, there are two links: "Forgot your password?" and "Account locked down?", each with a small upward-pointing arrow.

3) A box will appear at the top of your screen. Click the “Click Here” link to finish your enrollment



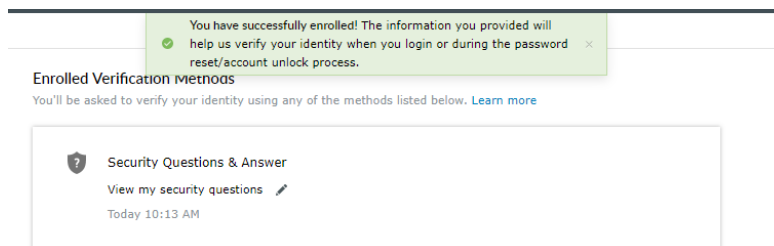
The screenshot shows a white rectangular box with a dark border. At the top, it says "Welcome! This portal offers you the power of password self-service!". Below this is a list of two bullet points: "Password Reset: Securely reset your machine password without help desk assistance." and "Account Unlock: Unlock your account when you get locked out without help desk assistance." At the bottom of the box, there is a green button labeled "Click here" and the text "Enroll now to enjoy these benefits!".

4) Pick two security questions and then answer. Makes these memorable or write them down somewhere, because if you forget your password, you will need these to sign back in to reset!



The screenshot shows a "Security Questions" dialog box. It has a title bar with "Security Questions" and a close button. There are two questions, each with a dropdown menu for the question and two text input fields for the answer and confirm answer. The first question is "What is your mother's maiden name?" and the second is "The country you always dreamt of vacationing in?". There is a checkbox labeled "Hide Answer(s)" which is checked. Below the questions, there are two bullet points: "The minimum length of the answer(s) should be 5 characters and maximum allowed is 255 characters" and "Please use only letters (a-z), numbers and symbols for answers." At the bottom, there is a green "Update" button.

5) You will receive confirmation when this is completed



The screenshot shows a confirmation message in a green box with a checkmark icon. The text reads: "You have successfully enrolled! The information you provided will help us verify your identity when you login or during the password reset/account unlock process." Below the message is a section titled "Enrolled Verification Methods" with a sub-header "You'll be asked to verify your identity using any of the methods listed below. [Learn more](#)". There is a single method listed: "Security Questions & Answer" with a shield icon, a link "View my security questions" with a pencil icon, and a timestamp "Today 10:13 AM".

You can now change your password from this portal, or on the main screen. You can also unlock your account from reset.rockyhillps.com:8888 by answering your security questions!