

Student GNSPES Account Password Recovery Options

1. GNSPES Password Change <https://selfservice.gnspecs.ca/cgi-bin/password.pl>

If students know their passwords but want to change it.

2. GNSPES Password Recovery <https://selfservice.gnspecs.ca/cgi-bin/recover.pl>

If a student has forgotten their password but know the answer to their security question

3. GNSPES Password Reset Teachers have to ability to reset the passwords of the students they are scheduled to teach in power school

Step 1 – Teachers Log into GNSPES

Step 2 – Click on Self Service Admin

Step 3 – Teachers re-enter login information to access the admin side

Step 4 – Click on Modify

Step 5 – Enter the students GNSPES email under Modify User and click “Find”

Step 6 – Scroll to the bottom and check off “Force Reset Password”, type in a temporary password, click “Update”

The screenshot shows a dashboard with a 'News' header and a 'Click to open' link. Below are four main sections: Backpack, Classroom, Learning Resources, and Supports. The 'Backpack' section contains icons for Gmail, Drive, Calendar, OurCloud, Self Service Admin (circled in red), and Teacher Portal. The 'Classroom' section contains icons for Sites, Classroom, Moodle, myBlueprint, and PASCO. The 'Learning Resources' section contains icons for LEARN 360 Videos, Research, and ArcGIS. The 'Supports' section contains icons for GSuite Learning and InSchool.

The screenshot shows a 'Home' header. Below it, the text 'Activities: (click here or along the top menu)' is followed by a list of activities: 'Modify' (circled in red), 'Reports', and 'School Directory spread sheet is here'.

The screenshot shows the 'Modify User' interface. It has a 'Home' tab and a 'Modify' tab. Below the tabs is a 'Modify User:' section with a text input field for 'User ID or #' (circled in red) and a 'Find' button (circled in red). A 'Logout' button is visible at the bottom left.

The screenshot shows the 'Possible Actions' section. It contains a list of checkboxes: 'Reset Failed Logins Count - Currently 0', 'Reset User - So they can start over with selfservice again.', 'Force Reset Password - User must reset password on next login.' (checked and circled in red), 'Change Password', 'Force to English', and 'Force to french'. An 'Update' button (circled in red) is at the bottom right. A red arrow points to the 'Force Reset Password' checkbox.