## Notice: KDE Web Applications Login Update Planned for June 25

As of noon eastern time on Friday, June 25, the KDE login page, (<u>https://applications.education.ky.gov/login</u>), will be updated to improve security and to minimize the number of passwords to keep track of. Users with a valid district or KDE email account will be switched to using their email address and password for accessing the Web applications listed below. This change only affects users with KDE or district email accounts – There is no change for users without a district or KDE email account. The applications listed below will be unavailable the morning of June 25 from 8AM ET – Noon ET while being updated.

<ul> <li>Applications Login</li> </ul>	<ul> <li>KY Finance Officer &amp; Mentor Certification</li> </ul>	<ul> <li>Self-Registration</li> </ul>
<ul> <li>Best Practices and Sustainability</li> </ul>	<ul> <li>KY School Calendar</li> </ul>	<ul> <li>Site Based Decision Making Council Verification</li> </ul>
<ul> <li>Bus Incident Reporting System</li> </ul>	<ul> <li>KY Testing Allegations</li> </ul>	<ul> <li>Student Data Details</li> </ul>
<ul> <li>Career and Tech Ed Equipment Cost Calculator</li> </ul>	One Call	<ul> <li>Student Data Review &amp; Reporting</li> </ul>
<ul> <li>Director of Special Education Secure File Transfer</li> </ul>	<ul> <li>Organization and Codes Administrator</li> </ul>	<ul> <li>Support Education Excellence in KY</li> </ul>
<ul> <li>District and School Collection Repository</li> </ul>	<ul> <li>Person Role Manager</li> </ul>	<ul> <li>User Hint System</li> </ul>
<ul> <li>Effective Instructional Leadership Act</li> </ul>	<ul> <li>Professional Learning Bulletin Board</li> </ul>	<ul> <li>User Info Editor</li> </ul>
<ul> <li>Gifted &amp; Talented Upload</li> </ul>	<ul> <li>Pupil Transportation</li> </ul>	<ul> <li>Web Security Administrator</li> </ul>
<ul> <li>KY Accessible Materials Database</li> </ul>	<ul> <li>School and Community Nutrition Direct Certification</li> </ul>	
<ul> <li>KY Educator Placement Service</li> </ul>	<ul> <li>Searchable Course Code Database</li> </ul>	

## Instructions – After 12 noon ET, June 25:

1. Sign in with your KDE Web Account username and password as you normally do as shown on the <u>left hand side of the screen:</u>



2. If you have a valid district or KDE email address, you will be presented with the following - Click on the, "Continue", button.

Department of	Kentu	cky Dep	artmer	nt of Ed	ucation	ı		
Commonwealth Education						НОМЕ	CONTACT US	
Confirm	nation							
Your acc passwor	count will be s d (either GMa	switched to use ail or Office365)	your district e . After this sw	email address vitch, you will lu	(email addres. og in by clickin	s will be list ng on the S	<i>ed here)</i> and iign in with	
Microsof	ft button.							
c	continue							

- 3. If your KDE Web Account is associated with a KDE or district email address, (e.g., <u>firstname.lastname@education.ky.gov</u>, <u>firstname.lastname@district.kyschools.us</u>), you will be guided through the steps to switch to use your district email address and password.
- 4. After making the switch, use the *Sign in with Microsoft* button on the right-hand side of the screen. Note that this only affects users with KDE or district email accounts Users **without** a district or KDE email account will continue to log in on the left-hand side of the screen as they always have.
- 5. This change only affects how you log in The way you use your applications will not change.
- 6. Contact the KETS Service Desk (502) 564-2002 with questions or concerns.