

## How to Log into our “New” Portal (WhippleHill)

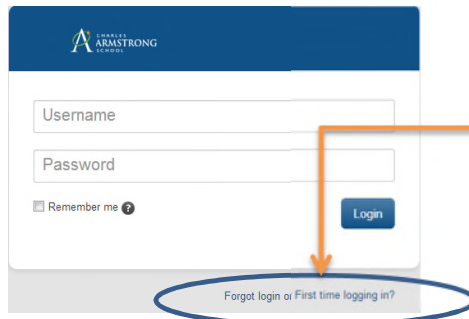
You can find the link on the Armstrong Website

Click on Parent

Click on Logins

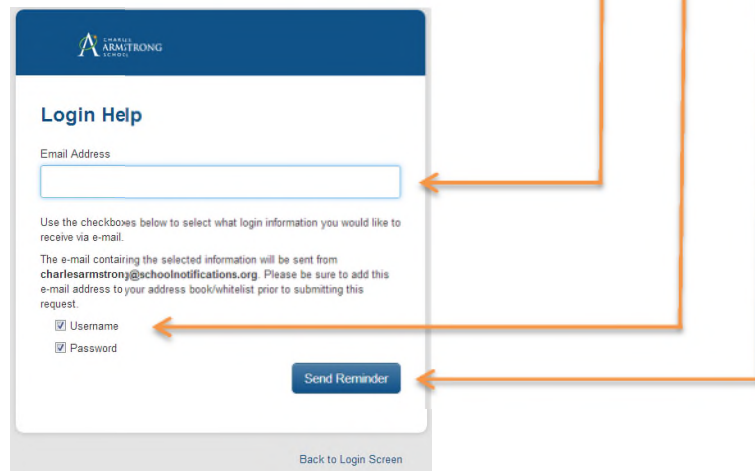
Click on Armstrong Portal link

Please click on “Forgot login or First time logging in?”



The screenshot shows the login page for Charles Armstrong Schools. It features a blue header with the school logo. Below the header are two input fields: 'Username' and 'Password'. There is a 'Remember me' checkbox and a 'Login' button. At the bottom of the form, there is a link that says 'Forgot login or First time logging in?'. An orange arrow points from the text above to this link, which is also circled in blue.

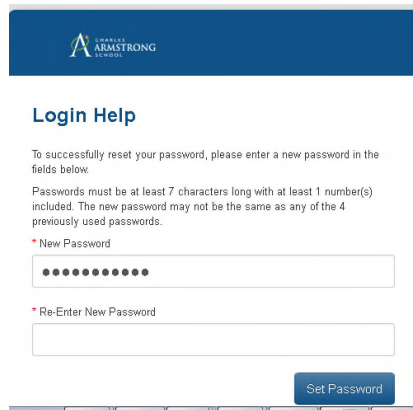
Type in your email address  
Check the boxes Username and Password  
Click Send Reminder



The screenshot shows the 'Login Help' page. It has a blue header with the school logo. The main content area is titled 'Login Help' and contains an 'Email Address' input field. Below this is a section with instructions: 'Use the checkboxes below to select what login information you would like to receive via e-mail. The e-mail containing the selected information will be sent from charlesarmstrong@schoolnotifications.org. Please be sure to add this e-mail address to your address book/whitelist prior to submitting this request.' There are two checkboxes: 'Username' and 'Password', both of which are checked. At the bottom right is a 'Send Reminder' button. At the bottom left is a link that says 'Back to Login Screen'. Three orange arrows point from the text above to the email address field, the 'Username' checkbox, and the 'Send Reminder' button.

Please check your email

The first email will be your username  
The second email will include the link to reset the password.  
After you click on the link you can set your password.



The screenshot shows a web page titled "Login Help" from Charles Armstrong Learning. The page has a blue header with the organization's logo. Below the header, the text reads: "To successfully reset your password, please enter a new password in the fields below." It then provides password requirements: "Passwords must be at least 7 characters long with at least 1 number(s) included. The new password may not be the same as any of the 4 previously used passwords." There are two input fields: "New Password" (with a masked password of 10 dots) and "Re-Enter New Password" (empty). A "Set Password" button is located at the bottom right of the form area.

Please feel free to play around after you signing in.

Under Account you will find your profile to update your own information!

You can also click on Settings under Account to sign up for Notifications!

If you have any questions please email Rhonda Orr at [rhonda.orr@charlesarmstrong.org](mailto:rhonda.orr@charlesarmstrong.org)