

STEP 1: Using the YCS Gmail portal, enter in your user name and password.

User name is the name previously used in First Class.

Example: Jane_Smith

Password is a temporary password you were provided in June or you will need to ask your building OP or administrator.



Yelm Community Schools
Username:
@ycs.wednet.edu
Password:
 Stay signed in

STEP 2: You will be prompted to change your password on your first login. We recommend you use the same as your domain and/or Skyward password.

STEP 3: To change your password in the future, look for your email address in the upper right corner

Click on the drop down arrow

Click on "Account"

A new dialogue box will pop up. Click "Security"

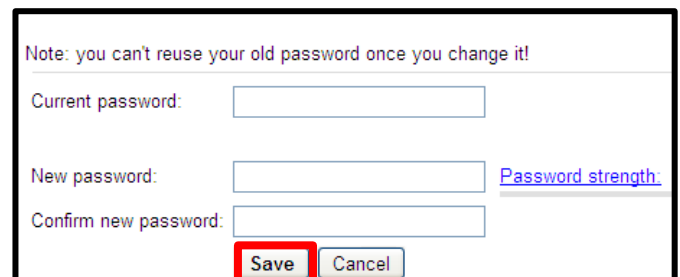
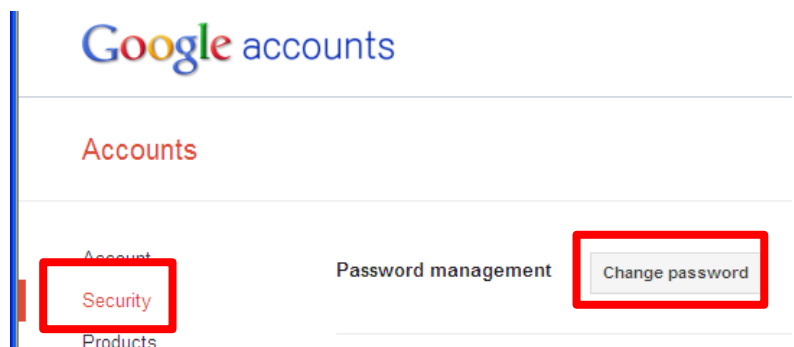
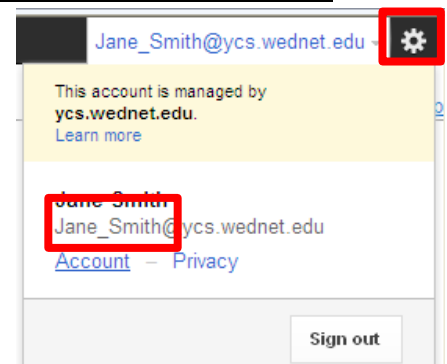
Click "Change password"

You need to enter the temporary password.

When you create your new password, it is recommended that you use the same as your domain and/or Skyward Login for consistency.

Click "Save"

This password will not change unless you repeat this process.



Note: you can't reuse your old password once you change it!

Current password:

New password: [Password strength:](#)

Confirm new password: