Welcome to WCPSS! This document provides information on two important accounts managed by Technology Services --- your WakeID and your Windows Network Login.

IMPORTANT: A message containing your WakeID was sent to your personal email account from wakeidadmin@wcpss.net. If you did not receive this message, check your spam folder. If you need additional assistance, ask your supervisor.

Access Technology Resources and Applications: WakeID

Username
WakeID allows you to access a portal that contains several technology resources and applications. Your username is referred to as your WakeID. This is the first part of your WCPSS email address.

EXAMPLE:
- Email address: fsmith20@wcpss.net
- WakeID: fsmith20

Password
All staff must claim their WakeID account prior to their first login. To claim your account and set your password, visit: http://bit.ly/claim-wakeid.

For additional instructions, visit: http://mywakeid.wcpss.net/claim.htm.

Access your WCPSS Workstation: Windows Network Login

School-based staff: Your Windows Network Login account is automatically created.

Central Services staff: Your Windows Network Login account is created when your supervisor submits a request to the WCPSS Help Desk.

Username
The Windows Network Login account allows you log into your WCPSS workstation (computer). Your username is the same as your WakeID, which is the first part of your WCPSS email address.

EXAMPLE:
- Email address: fsmith20@wcpss.net
- Windows Network Login username: fsmith20

Password
Initial password is your last name and year of birth in lowercase letters. You will be prompted to change your password on your first day of work.

EXAMPLE:
- smith1980

IMPORTANT: First login must take place at a WCPSS site and on a WCPSS computer connected to the WCPSS network.