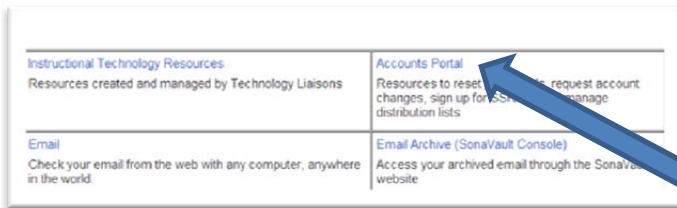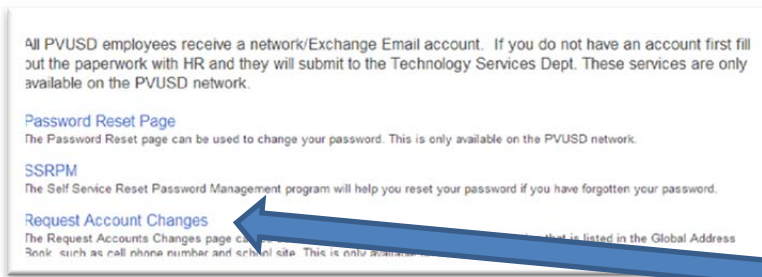# Updating your information with the PVUSD Accounts Portal

1. Access the **Web Services link** off of the front page of the **District web site** at:
   http://www.pvusd.net

TECH LINKS

WEB MAIL

WEB SERVICES

TECHNICAL SUPPORT

eSCHOOLPLUS

Instructional Technology Resources	Accounts Portal
Resources created and managed by Technology Liaisons	Resources to reset ... , request account changes, sign up for SSR... manage distribution lists
Email	Email Archive (SonaVault Console)
Check your email from the web with any computer, anywhere in the world.	Access your archived email through the SonaVa... website

2. Click the **Accounts Portal** link

All PVUSD employees receive a network/Exchange Email account. If you do not have an account first fill out the paperwork with HR and they will submit to the Technology Services Dept. These services are only available on the PVUSD network.

Password Reset Page
The Password Reset page can be used to change your password. This is only available on the PVUSD network.

SSRPM
The Self Service Reset Password Management program will help you reset your password if you have forgotten your password.

Request Account Changes
The Request Accounts Changes page c... that is listed in the Global Address Book such as cell phone number and school site. This is only ava...

3. Click the link for **Request Account Changes**

Change Your Password	Request Account Changes

WARNING
Changes will not take effect immediately - an Approver will review them and either accept or deny. You will be notified of the final decision.

E-mail
E-mail: tim_landeck@pvusd.net
Format: FirstName_LastName@pvusd.net

Name
First: Tim
Middle:
Last: Landeck
All names must match Payroll!

Location
Location: DO Tech Staff
Office: DO 4th Floor
Department: Technology
Address: 294 Green Valley Road
City: Watsonville
State: California
ZIP: 95076
Phone: (831) 786-2100 Ext 2333

Job
Title: Director of Technology

Phones
Cell: (831) 750-8059
Fax: (831) 851-2214

Comments for Approver

Email Distribution Groups
Select Location: ALL
* Groups:
* Click down arrow fo

- *Ceiba-Staff
- *Child Development Department
- *Certificated Employees
- *Classified Employees
- *Communication Task Force
- *Counselors
- *Directors
- *Directors - Instructional Services
- *District Curriculum Council
- *District Office Employees
- *DO Web
- *Duncan Holbert
- *E911
- *EA Hall Middle School

The form appears valid!

Submit for Approval

SSRPM
(enroll ...tions, so you can reset your pass... if you forget it)

4. Update your personal information as needed, including **email distribution lists**, **cell phone number** and **work location**

Note: All changes will be submitted for final approval