



HOW TO ACCESS YOUR K-S CHILD'S GOOGLE PASSWORD

Accessing Your Child's Password

Google Passwords for students in grades K-5 have been reset over the summer. Passwords for students in grades 6-12 remain unchanged for now. Below are instructions on how you can access your child's Google password in SchoolTool if needed. If you need a password reset, please contact the Technology Help Desk at your child's building.

K-5 students are encouraged to use their QuickCards to log into their Chromebooks as well.

Note: At this time, you are unable to access your child's Google password from the SchoolTool Mobile App or the SchoolTool mobile website. It is best to use a desktop or laptop PC / Mac to access SchoolTool.

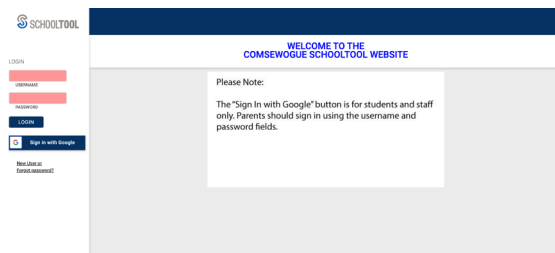
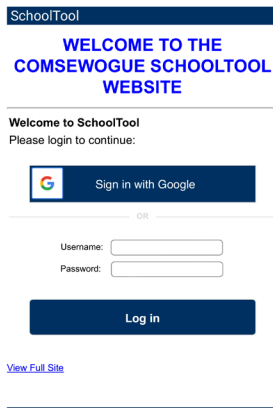
1

Enter the SchoolTool URL if you don't already have it bookmarked:

<https://comsewoguest.esboces.org/schooltoolweb/>

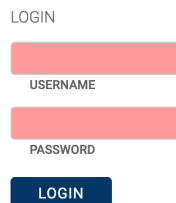
If you are using a mobile device and see the the screen to the right, click the "View Full Site" link at the bottom of the page.

The screen you should see (the desktop version) can be found below.



2

Login with your username and password. Do NOT use the blue "Sign in with Google" button.



3

You will be brought to your home page that lists all children currently enrolled in the district. To access their records, click on the child's picture.

4

Click on the "User Defined" tab towards the bottom of the screen.

USER DEFINED

5

In the dropdown menu towards the left side of the screen, select "Google." The page will be able to see your child's Google Password.

✓ Chromebook Issued
GOOGLE
Primary Homeroom-Elem

SchoolTool Support

If you have any questions regarding the steps mentioned in this document, please contact SchoolTool Support via email:

schooltoolsupport@comsewogue.k12.ny.us

Emails are answered during school days, Monday - Friday from 7:00 AM to 2:00 PM.

