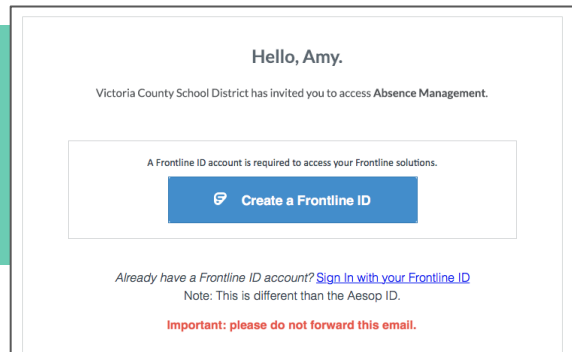# Identity Management

Once your organization upgrades to the Frontline Insights Platform, you can begin to utilize new and improved system functionality! These new upgrades allow you to log in to all your Frontline applications with a single username and password and to access any Frontline application via a single URL.

GETTING STARTED

On the date your district upgrades, you will receive an invitation email to create a Frontline ID account.

This new account replaces your former login credentials and allows you to collectively access all your different Frontline applications via a new, single username and password.

Hello, Amy.

Victoria County School District has invited you to access **Absence Management**.

A Frontline ID account is required to access your Frontline solutions.

⬛ Create a Frontline ID

Already have a Frontline ID account? Sign In with your Frontline ID
Note: This is different than the Aesop ID.

Important: please do not forward this email.

Click **Create a Frontline ID** within the invitation email.

This selection takes you to a Sign In page where you must create login credentials in accordance to Frontline requirements.
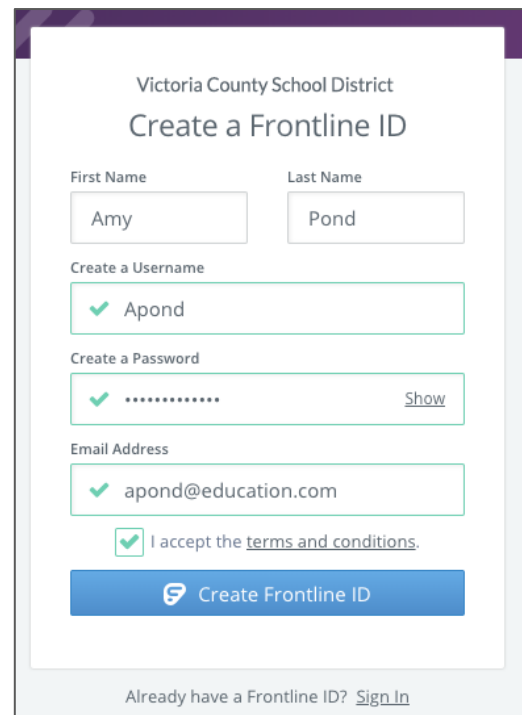
CREATING AN ACCOUNT

Your new username must contain 1 alphabet character and at least 4 total characters. (You can potentially use your email address, first initial and last name, or a different, district-preferred combination.)

The password must have 1 alphabet character, 1 number or special character, and 8 total characters.

Include an email address to provide a means for password recovery and click the checkbox to accept the terms and conditions.

Once you are finished, click **Create Frontline ID**.

The system signs you in with your new username and password and requires these credentials for any future logins.

Victoria County School District
Create a Frontline ID

First Name
Amy

Last Name
Pond

Create a Username
✔ Apond

Create a Password
✔ •••••••••••••   Show

Email Address
✔ apond@education.com

☑ I accept the terms and conditions.

⬛ Create Frontline ID

Already have a Frontline ID? Sign In

frontline
education™

SIGN ON PAGE

With the creation of your new Frontline ID account, you can access all your Frontline applications through a single sign-on page.

Go to app.frontlineeducation.com, enter your new username and password, and click **Sign In**. The system recognizes your account configurations and presents applicable options based on your organizational setup.

Sign in with a Frontline ID

Frontline Username
> Apond

Frontline Password
> ············

> Sign In with Frontline ID

I forgot my username
I forgot my password

If you belong to multiple organizations, the system will prompt you to choose which organization you want to access, and once selected, you will then choose from a list of your accessible Frontline applications.

Victoria County School District
Select an Application

Absence Management *formerly Aesop*

Time & Attendance *formerly VeriTime*

LAYOUT

When you log in, the system will display a side navigation bar that hosts application-specific options, and you will have a series of selectable options along the top purple bar. From this top bar, you can alternate between applications/districts (if applicable), access help resources, and manage your account.

Absence Management ∨   Victoria County School District ∨   Amy Pond ∨ Employee

January 2018	February 2018	March 2018

If you have any additional questions, please reference your application's Learning Center!