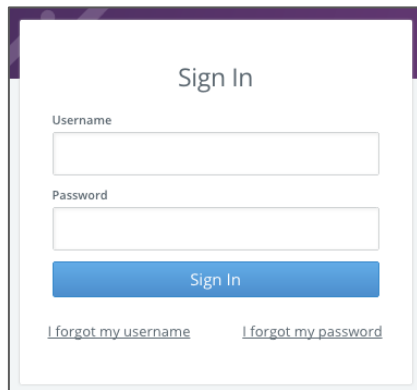




Identity Management

Your district now uses Frontline's unique Insights Platform! This system allows users to access all their Frontline applications with one unique Frontline ID! You can set up this single Frontline ID account in one of two ways. Reference each section below to determine which option applies.

CREATE AN ACCOUNT WITH EXISTING FRONTLINE CREDENTIALS

A screenshot of a 'Sign In' form. It has a title 'Sign In' at the top. Below it are two input fields: 'Username' and 'Password'. A blue 'Sign In' button is positioned below the password field. At the bottom, there are two links: 'I forgot my username' and 'I forgot my password'.

This section applies to those who already have login credentials specific to a Frontline application.

For applicant tracking, please log in to your application first to begin the process. Otherwise, proceed to the application login URL with which you are familiar.

The Sign In page will appear. Enter your username and password. Then, click **Sign In**. The system recognizes your current credentials and prompts you to set up your new, single Frontline ID account.

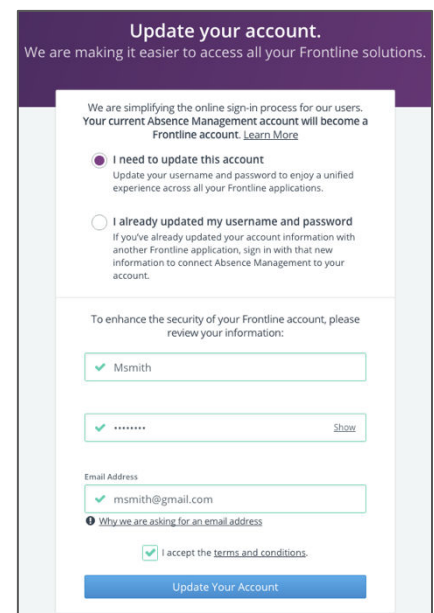
Click the radio button beside "I need to update this account."

The system compares your current login credentials with the new single-login requirements and identifies whether anyone already has the username you entered.

Your new username must contain 1 alphabet character and at least 4 total characters. The password must have 1 alphabet character, 8 total characters, and 1 number or special character.

If your credentials meet the requirements, you can create your new Frontline ID account with your current identifiers or choose alternatives. Once complete, enter an email address for password recovery, accept terms and conditions, and click **Update Your Account**.

You can then click **Continue to "product."**

A screenshot of the 'Update your account' form. The title is 'Update your account.' with a subtitle 'We are making it easier to access all your Frontline solutions.' Below this, a message states: 'We are simplifying the online sign-in process for our users. Your current Absence Management account will become a Frontline account. [Learn More](#)'. There are two radio button options: 'I need to update this account' (selected) and 'I already updated my username and password'. The first option has a sub-message: 'Update your username and password to enjoy a unified experience across all your Frontline applications.' The second option has a sub-message: 'If you've already updated your account information with another Frontline application, sign in with that new information to connect Absence Management to your account.' Below these is a section 'To enhance the security of your Frontline account, please review your information:' with three input fields: 'Username' (containing 'Msmith'), 'Password' (containing '*****' with a 'Show' link), and 'Email Address' (containing 'msmith@gmail.com'). There is a note 'Why we are asking for an email address' and a checkbox 'I accept the terms and conditions' which is checked. At the bottom is a blue 'Update Your Account' button.

If you still have questions, consider referencing your application's Learning Center for more information about Identity Management and the Insights Platform.