

To change your k12 email password:

Step 1: go to [members.k12.sd.us](https://members.k12.sd.us) | Log in using your k12 email address and password.

The screenshot shows the login page for the State of South Dakota K-12 Data Center. The page title is "State of South Dakota K-12 Data Center" and the URL is "members.k12.sd.us". The page features a navigation menu on the left with categories like "Email Services", "Web Services", "Course Services", "Misc Services", "Support", and "K-12 Data Center". The main content area includes a welcome message, a sign-in form with fields for "Username" and "Password", and a "Sign in" button. A blue arrow points to the "Username" field, which contains the text "ss4852@k12.sd.us".

**State of South Dakota K-12 Data Center**

members.k12.sd.us

Navigation : Home · Members Site

**Welcome to members.k12.sd.us!**

As a member of the State of South Dakota K-12 Data Center, this site has been especially prepared as a one-stop location for you! This website will make it easy for you to maintain your account information that you utilize to take advantage of the many services at the K-12 Data Center.

**Use your State K-12 username and password to sign in.**

*This is the same username and password you would use to log in to check your State K-12 Email or work with the State Web Services. If you are unaware of or have forgotten your State K-12 username or password please contact your local School District Technical Coordinator.*

**Username**

ss4852@k12.sd.us

**Password**

.....

**Sign in**

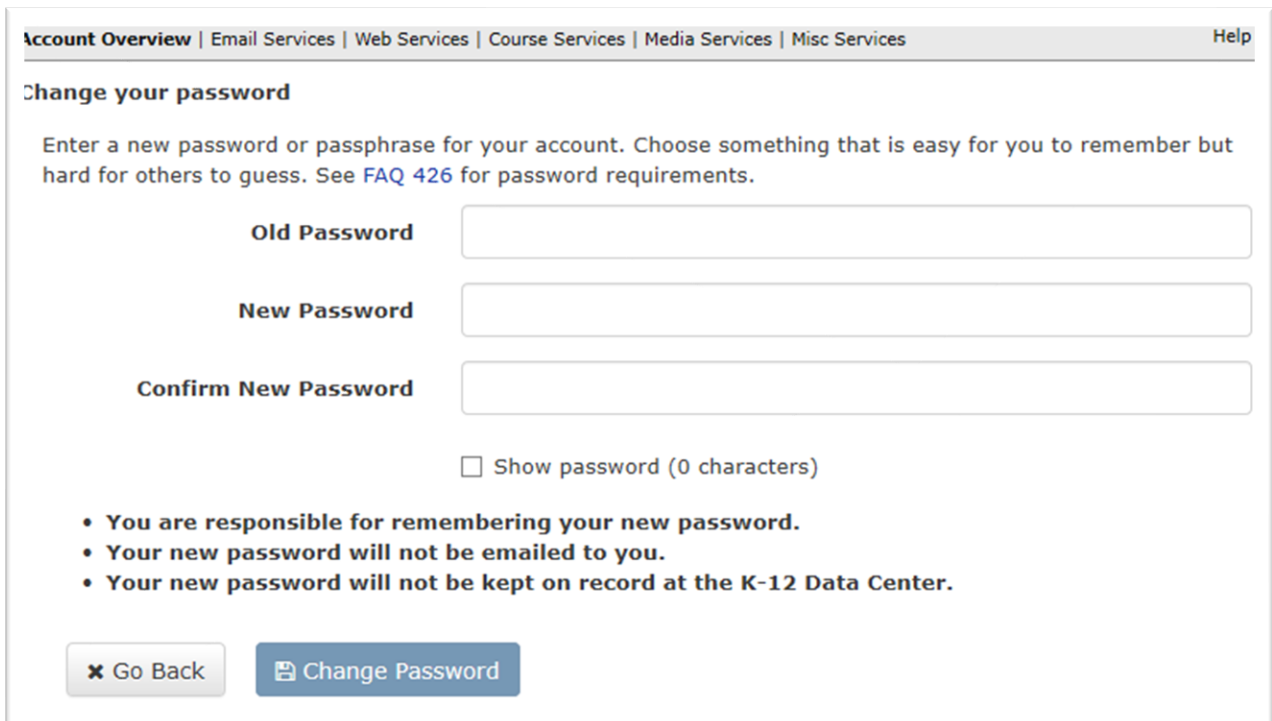
*It's a great time to be a K-12 Educator in South Dakota!*

Step 2: click on the area that says "(Change your password)"



The screenshot shows the 'Account Overview' page with a navigation bar containing 'Personal', 'School', and 'Support'. Below the navigation bar are links for 'Account Overview', 'Email Services', 'Web Services', 'Course Services', 'Media Services', and 'Misc Services'. A search bar is present with the text 'Looking for a specific user? Enter their name or User ID:'. The 'Account Overview' section displays the following information: 'K-12 User ID:', 'Name:', 'School City: Sisseton, SD', 'School District: Sisseton (http://www.sisseton.k12.sd.us/)', and 'Password Last Changed: 4/1/2020 11:23:59 AM (Change your password)'. A blue arrow points from the text 'Step 2: click on the area that says "(Change your password)"' to the '(Change your password)' link in the screenshot.

Step 3: Type in old password | Type in new password (at least 12 characters) | Type in new password to confirm.



The screenshot shows the 'Change your password' form. At the top, there is a navigation bar with 'Account Overview', 'Email Services', 'Web Services', 'Course Services', 'Media Services', 'Misc Services', and 'Help'. The form title is 'Change your password'. Below the title is a paragraph: 'Enter a new password or passphrase for your account. Choose something that is easy for you to remember but hard for others to guess. See FAQ 426 for password requirements.' There are three input fields: 'Old Password', 'New Password', and 'Confirm New Password'. Below the input fields is a checkbox labeled 'Show password (0 characters)'. At the bottom, there is a list of three bullet points: '• You are responsible for remembering your new password.', '• Your new password will not be emailed to you.', and '• Your new password will not be kept on record at the K-12 Data Center.' At the bottom of the form are two buttons: 'Go Back' and 'Change Password'.

Log out of website / close webpage.