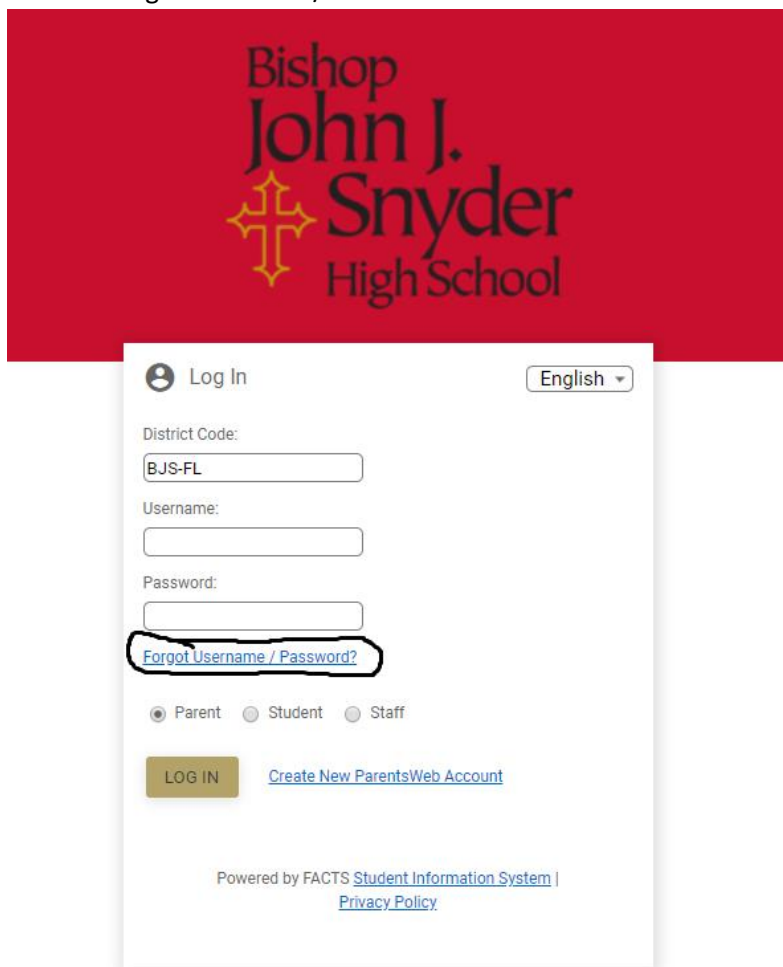


ParentsWeb Password Reset Instructions

Did you know that you can reset your ParentsWeb password yourself if you forget it? Follow these instructions to find out how:

- 1) Go to <https://bjs-fl.client.renweb.com/pwr/> which is the ParentsWeb login page.
- 2) Click on Forgot Username/Password?



- 3) On the page that loads, enter your email address. **For students**, this email address is your BJSXXXXX@bishopsnyder.org email. **For parents**, the email address is whichever email you indicated on your registration forms. If you are unsure which email address you used for registration, you can contact the school and find out by asking which email is listed on your Parentsweb account.
- 4) You will receive an email at the email address you entered from FACTS SIS Support:

FACTS SIS Support

FACTS SIS Customer Support - This email is in

Please make sure to check your SPAM folder if you do not see this email in your inbox. Click on the email and you will see a link that says "Click to update user name and/or password." Click on it.

- 5) On the page that loads, you may change your username or password by filling in the appropriate textbox. Make sure if you are changing your password that you type your password twice – once in password, once in the confirm box. Click Save Username and/or Password. If you get a green confirmation message, you are good to go.

Change/Create Password

Name	Person ID	Username	Password	Confirm	
Filled in for you		Your current username	*****		Save Username and/or Password

- 6) Go back to <https://bjs-fl.client.renweb.com/pwr/> and login with your username and password. Make sure that your user type is correct – Parents choose Parent. Students choose Student.