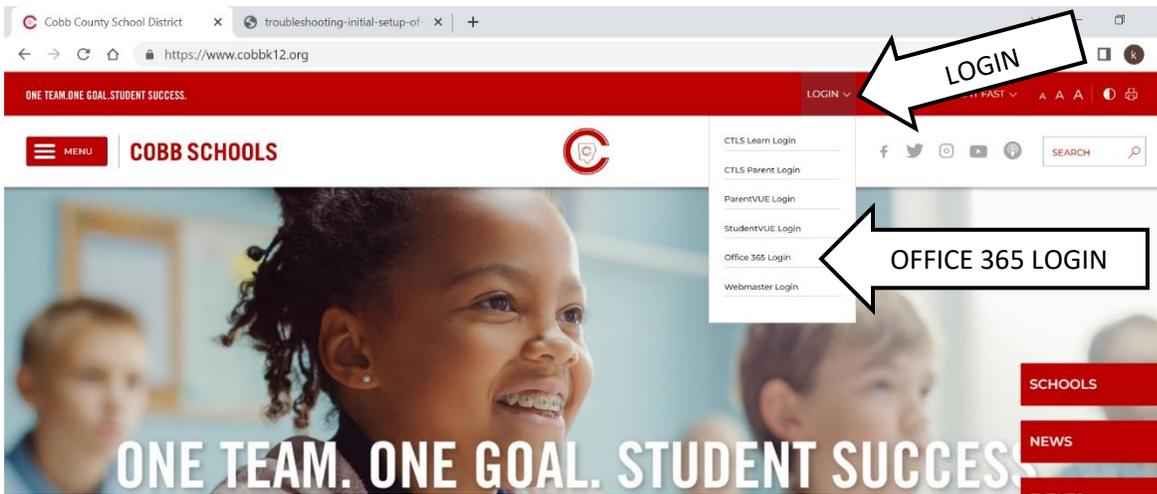


Students NEW to Cobb County Schools- Password for Laptop Setup

Before you set up your laptop, you must login to Office 365 and change your password.

- Go to [cobbk12.org](https://www.cobbk12.org) and click on *Login*, then select *Office 365*.



- Enter your username: firstname.lastname@students.cobbk12.org
- Use this password when logging in for the first time: happy

You will then be prompted to change your password. Please choose something you will remember since it is used for Office 365, StudentVUE, and CTLS. Finally, use your new password to setup your laptop.

6th Grade Cobb Students with “Too Simple” Passwords (example: 123)

When your password is too simple, you can end up with problems down the line. (Not to mention it is not secure!) If your password is 123 or similar, we strongly recommend you change it.

- Go to www.cobbk12.org and click *Login* at the top of the page. Then select *Office 365*. Login with your Office 365 username and password. (Firstname.lastname@students.cobbk12.org and password 123)
- Click on the settings symbol at the top right of the page, then scroll down beneath *Password* and click *Change your password*. Type your old password and new password in both boxes, then click submit. Make sure you select a password you will remember as **no one** can look it up for you!

