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Leaders' Advance Newsletter

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Final Deliverable Deadline Approaching

The final Race to the Top (RTTT) grant deliverable for SSO is "full implementation" due by December 31, 2013 (Y4Q2). At this point, nearly 300,000 teachers, school district staff and FLDOE employees have Single Sign-On accounts to access statewide resources through Single Sign-On. There are only a few districts still working on their account creation and application authorizations. Each LEA Functional and Technical Lead has been notified of their individual status. With winter break approaching, RTTT Coordinators will want to log in to the grants management system and indicate their progress toward meeting the deliverable soon.

New Email Notification Language for Hosted Accounts

When accounts are hosted by FLDOE, the users are notified of their username and initial computer-generated password via email. These emails contain instructions for logging in, registering security questions, and resetting the password. Previously, these emails had direct links to set up the security questions and password reset. Now, the links are removed and instructions are provided to access these services from the Manage Account menu in the green toolbar after logon. This change was made to protect end users from phishing attacks that may copy these emails and use malicious links in place of the legitimate links.

Resetting Passwords for Hosted Accounts

Hosted account passwords expire every 90 days. Users will receive a 14-day, 2-day, and 0-day email notification warning them to reset their password prior to the expiration date. If passwords are not reset within the 90 days, the accounts will become unavailable (locked) and deleted at 180 days. Locked accounts can only be reset by an LEA Admin or Location Admin. Hosted users that receive a "3001" error have not set up their security questions prior to attempting to reset their password.

Staying Informed:

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Users with Multiple Accounts

Many users, both hosted and federated, have multiple accounts. They have a district-issued account and one or more self-registered accounts. Self-registered accounts begin with a zero (ex.: 0-john.doe@email.com) and cannot be managed by school districts. Staff do not need both account types; they should solely use the district-issued account. Over the next few weeks, the FLDOE SSO team will send notifications to users with both account types informing them their self-registered account will be disabled. This should help alleviate the login confusion that comes with having multiple accounts.

SSO Resources Updated

Check out these new SSO resources:

- The Support page now features two new documents, *Common Support Questions and Answers* and *Connecting Your Existing CPALMS or Florida School Leaders Account with FLDOE SSO*.
- The Tutorials page is now live with two new tutorials, *Overview of FLDOE SSO* and *Login Assistant*. Each tutorial has a multimedia file that you can watch to learn about FLDOE SSO topics, a PDF version of the same materials, and an accessible, Rich Text version that is compatible with assistive technologies for the visually impaired. Additional tutorials will be posted shortly.