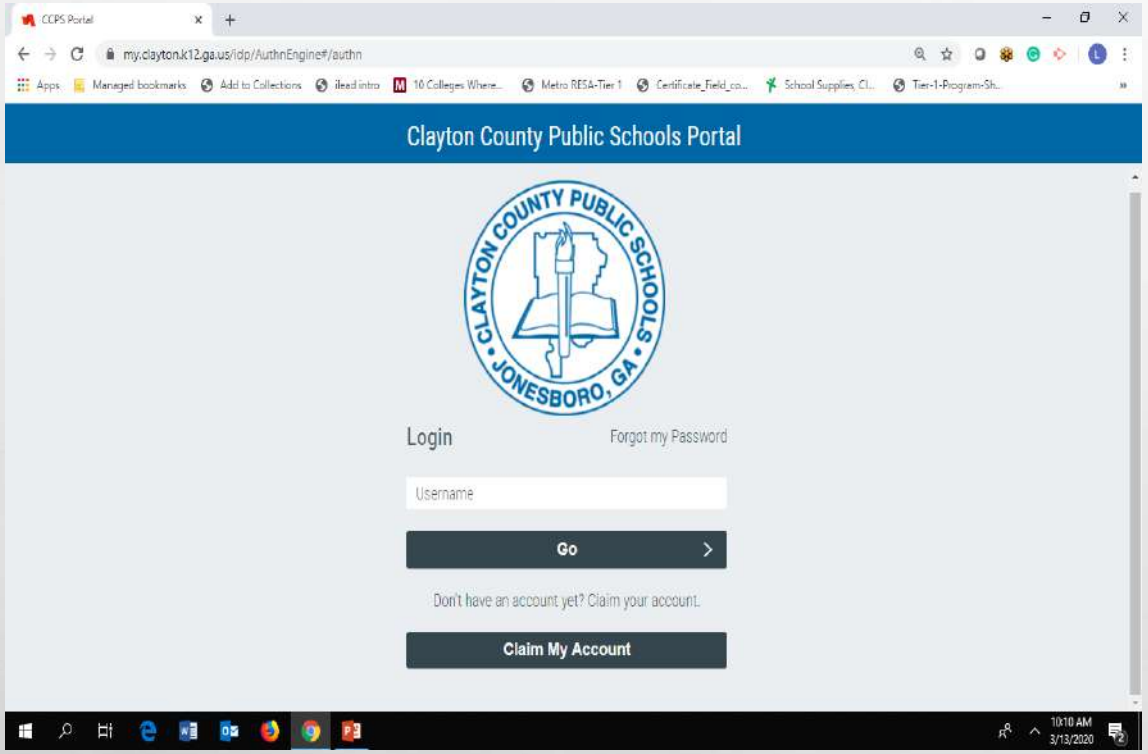
HOW TO CLAIM YOUR STUDENT ACCOUNT

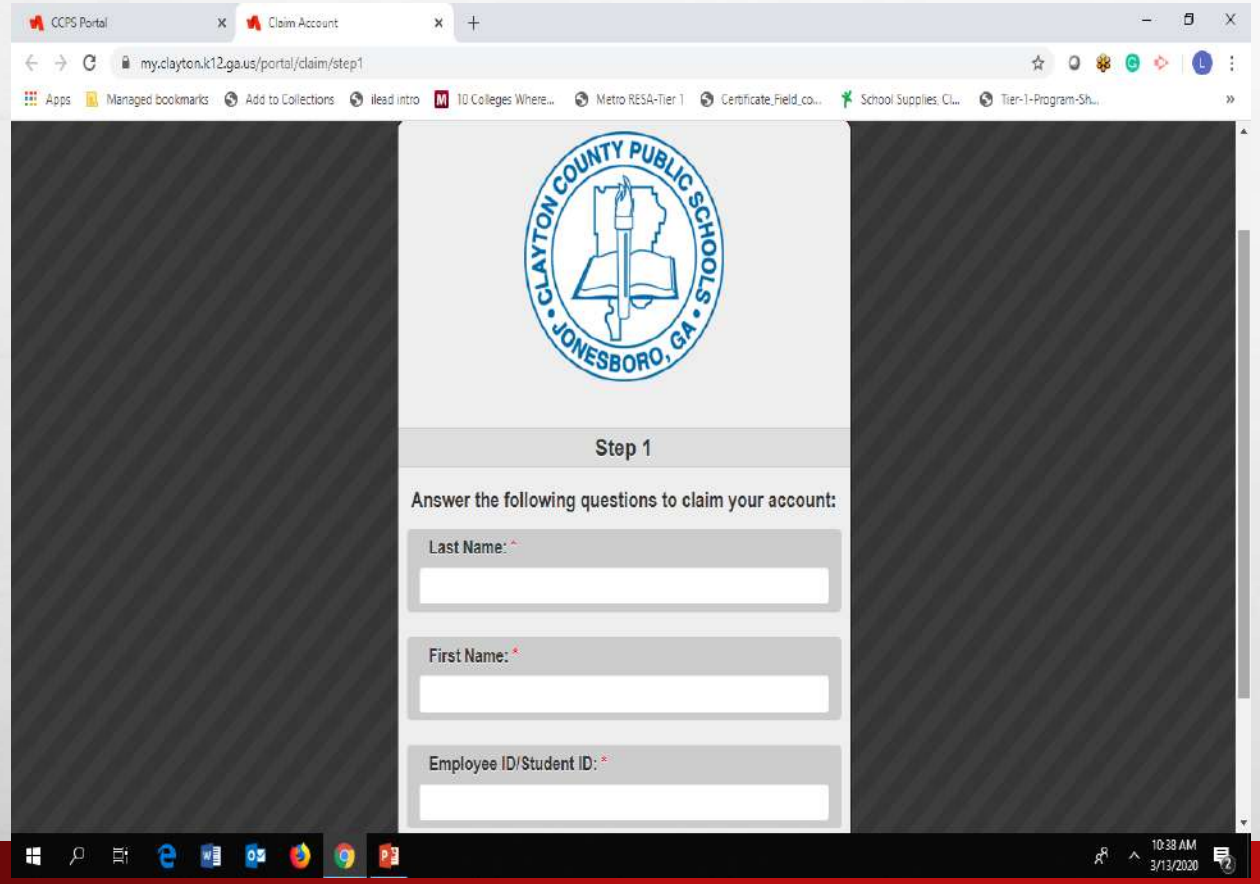
RHS MEDIA DEPARTMENT

GO TO MY.CLAYTON.K12.GA.US



- **SELECT CLAIM ACCOUNT**

COMPLETE REGISTRATION PROCESS



- INPUT LAST NAME
- INPUT FIRST NAME
- INPUT STUDENT NUMBER BEGINNING WITH ZERO

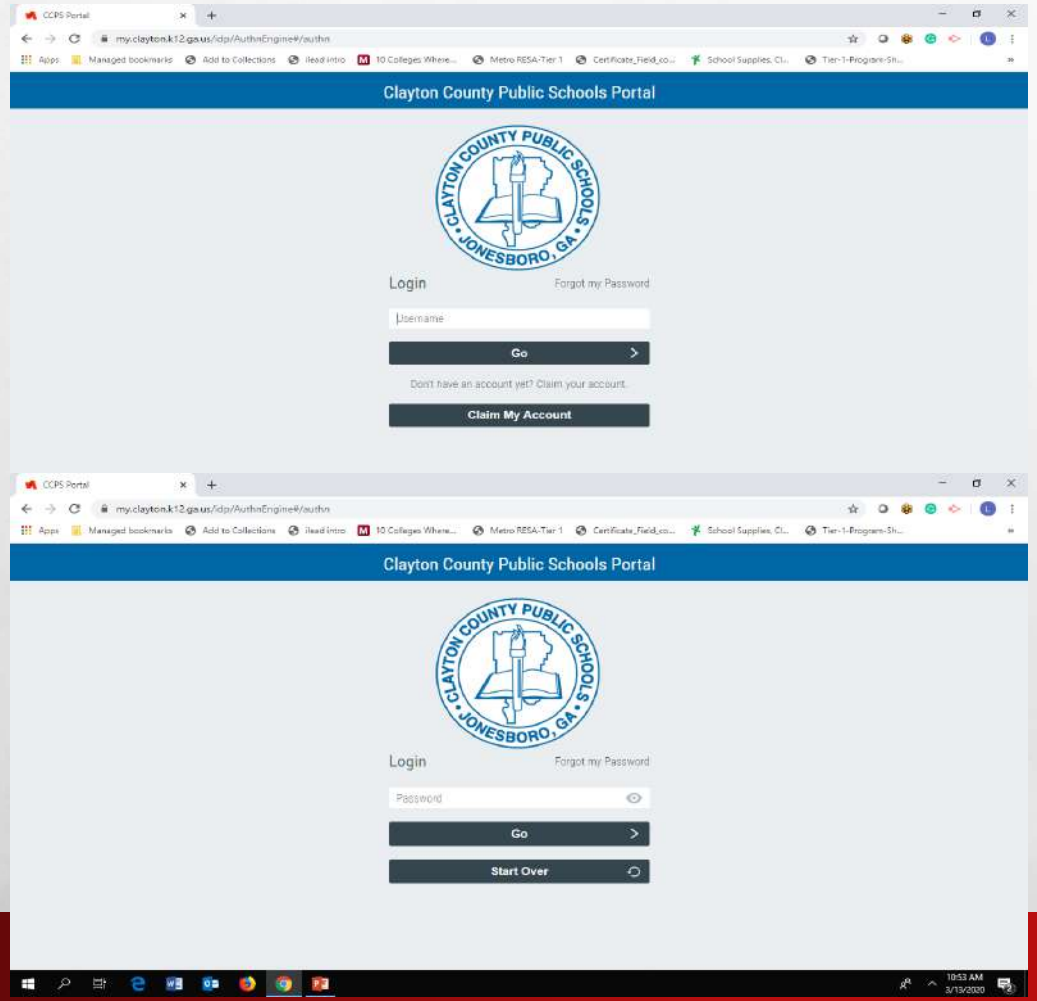
SET A PASSWORD

- SELECT A PASSWORD NEVER USED BEFORE
- DO NOT USE THE SAME PASSWORD FOR EVERYTHING ONLINE

ANSWER AT LEAST 3 OF THE RESET QUESTIONS

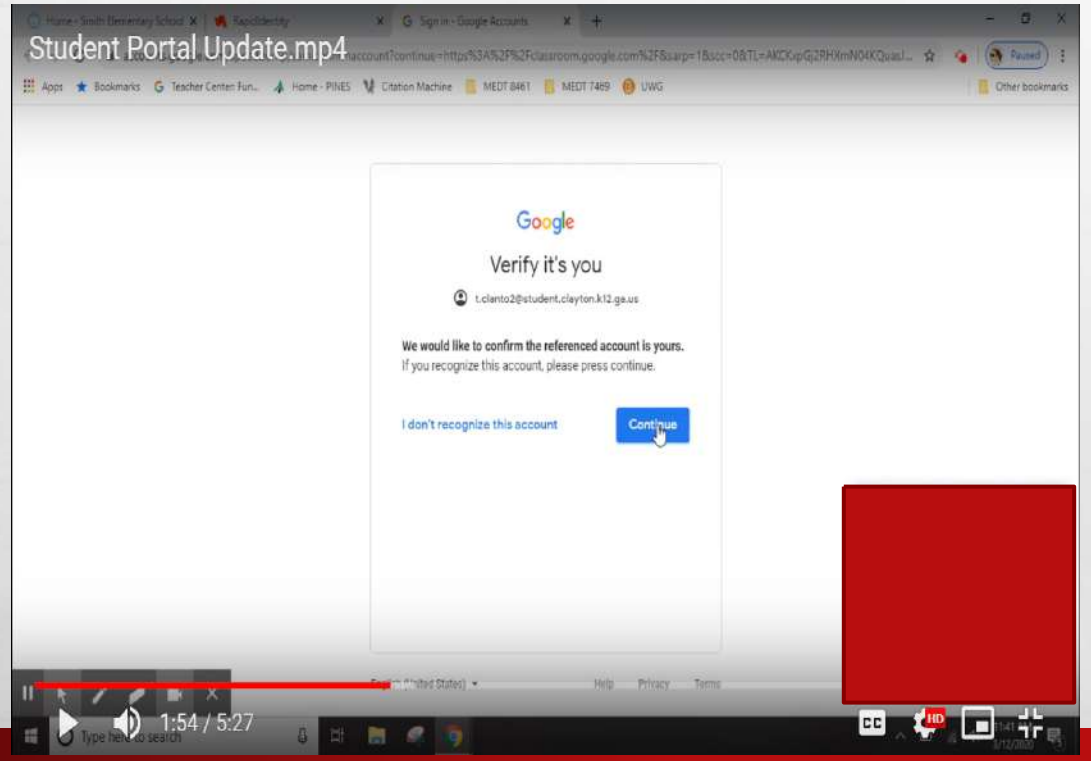
- IT IS RECOMMENDED YOU SELECT QUESTIONS TO ANSWER THAT IS EASIER FOR YOU TO REMEMBER (E.G. BIRTH MONTH OR YEAR)

TEST YOUR NEW PASSWORD



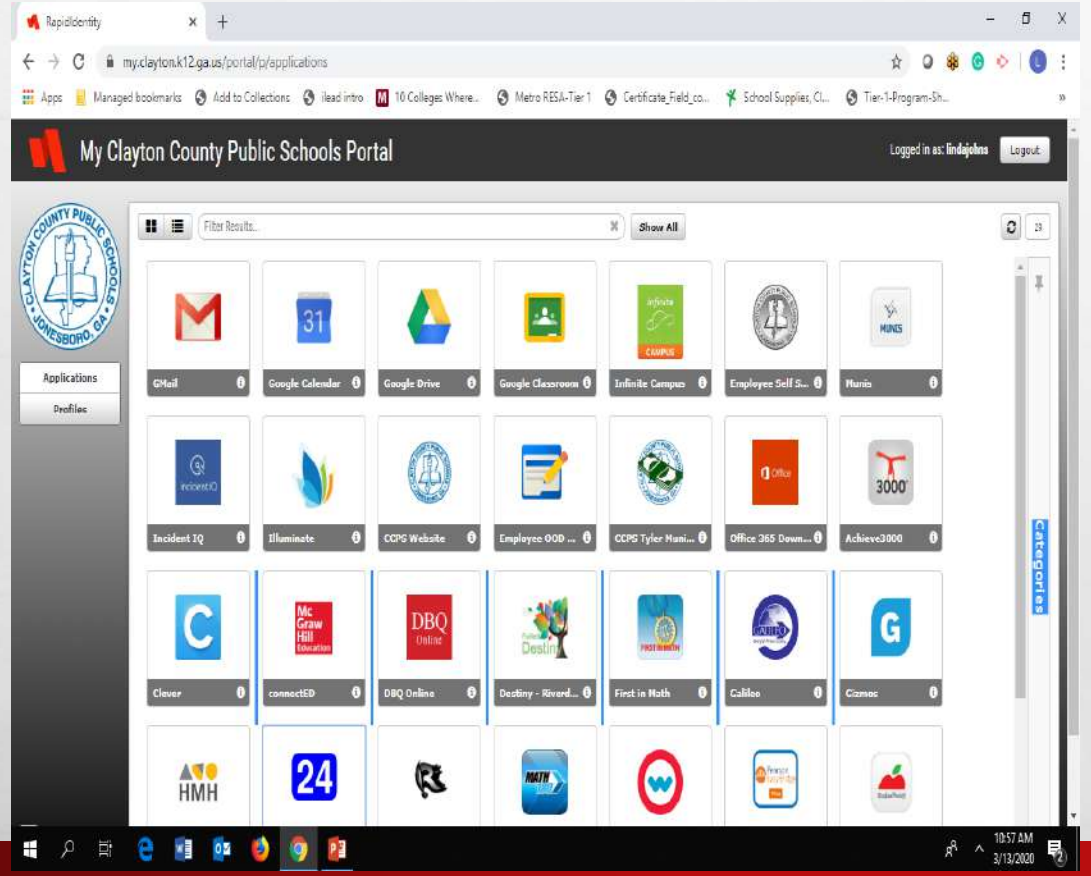
- OPEN A NEW TAB
- GO TO MY.CLAYTON.K12.GA.US
- ENTER YOUR STUDENT ID NUMBER WITH AN "S" AND THE NUMBER"0" IN THE FRONT. SELECT "GO"
- ENTER YOUR NEWLY MADE PASSWORD. SELECT "GO"

VERIFY YOUR IDENTITY



- VERIFY YOUR IDENTITY

WELCOME TO YOUR STUDENT PORTAL



- **COMMONLY USED ICONS INCLUDE:**
  - GMAIL
  - GOOGLE CLASSROOM
  - INFINITE CAMPUS
  - ACHIEVE 3000
  - ILLUMINATE
  - GALILEO (FOR RESEARCH, PASSWORD: ABOARD)
  - GIZMOS
  - OTHERS RECOMMENDED BY TEACHERS