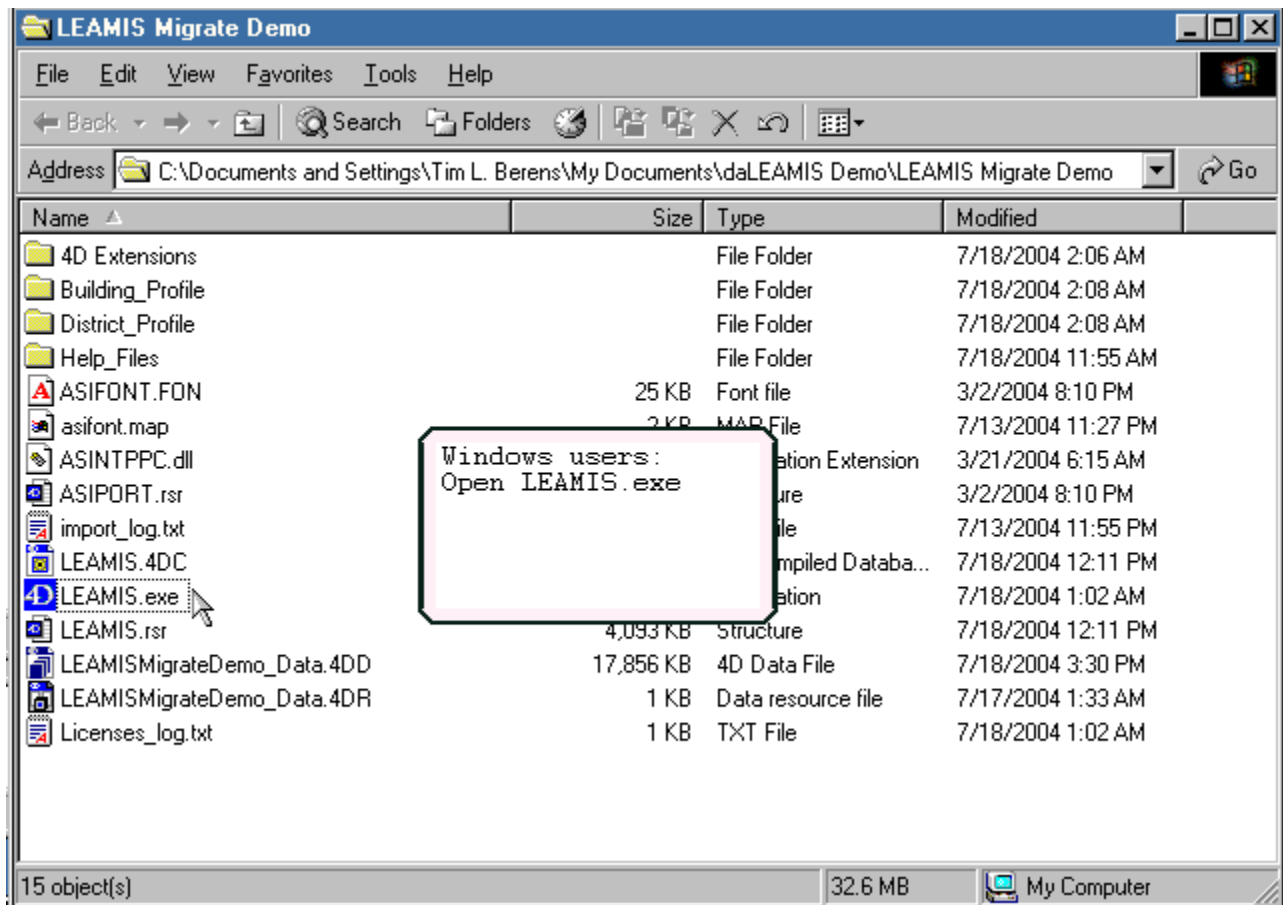
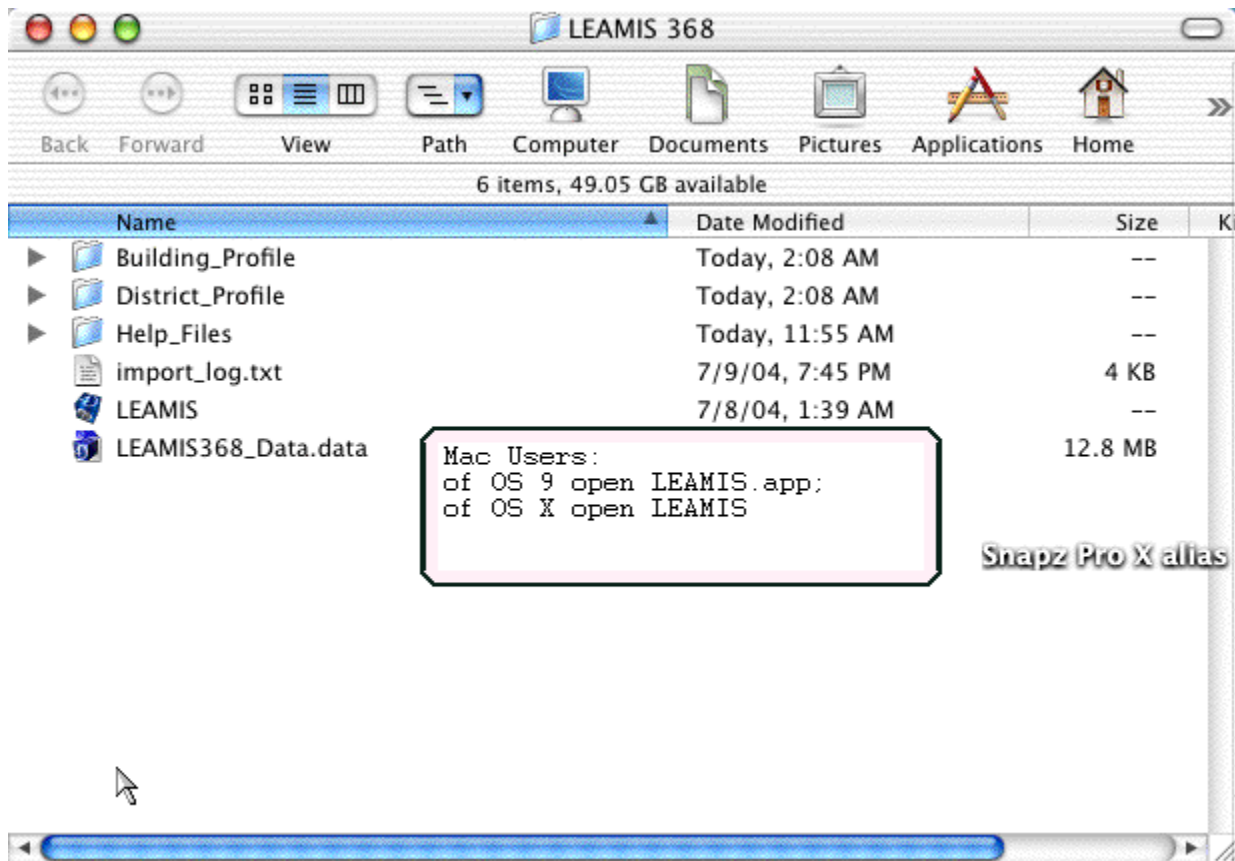


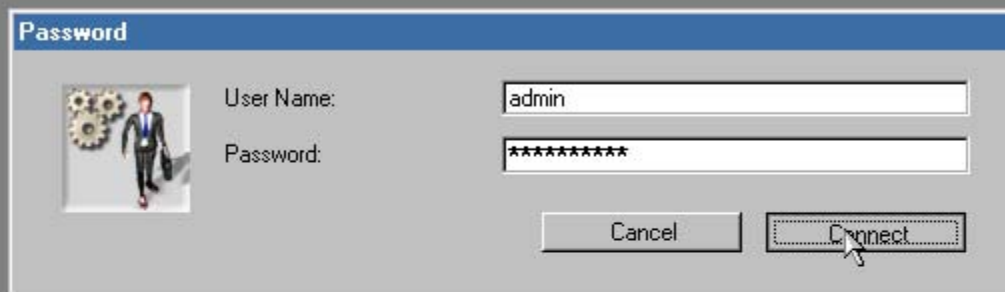
LEA MIS

Changing the Data Clerks Who Are You Password









Password

User Name: admin

Password: *****

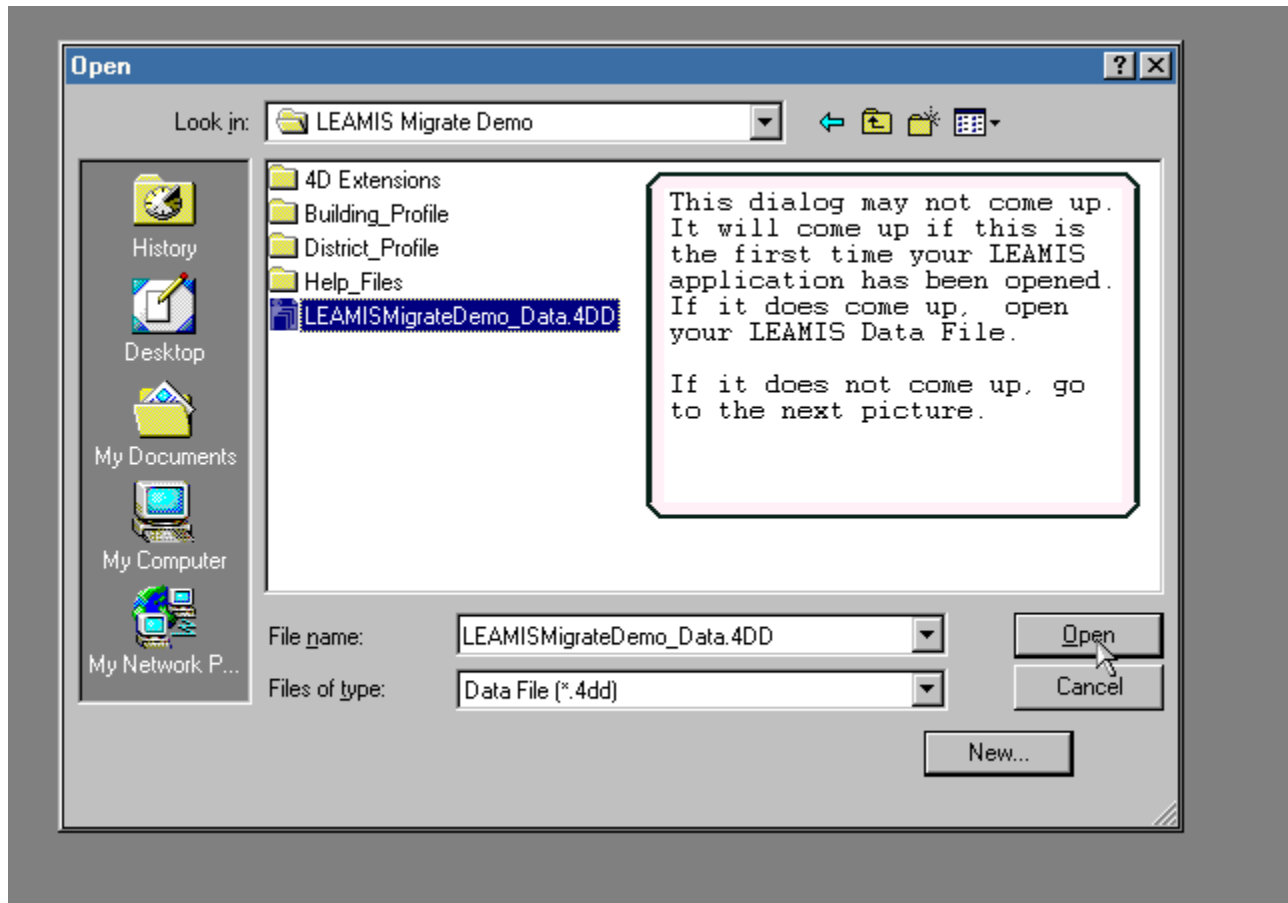
Cancel Connect

You are first going to login as the administrator and put your own Who Are You name in LEAMIS. You can also delete any previous Who Are You names while you are there.

User Name: admin

Password: localadmin

Click on the Connect button.



The screenshot shows the LEAMIS software interface. The title bar reads "LEAMIS - [LEAMISMigrateDemo_Data.4DD]". The menu bar includes "File", "Edit", "Setup", "Utilities", "Student Data", and "Help". The "Setup" menu is open, listing options such as "Preferences & Defaults", "Edit School Calendars", "Edit Building Profile", "Edit District Profile", "Update SEAMIS RecIDs", "Edit Users", "Change Administrator Password", "Edit Providers", "Edit Building Levels", "Edit Building Types", "Edit Coops", "Edit Counties", "Edit Services-Exceptionalities", "Edit Settings", "Edit Zip Codes", and "Import Help File". The "Edit Users" option is highlighted with a mouse cursor. A callout box with a pink border contains the text: "Select Edit Users from the Setup menu." The background features a large "LEAMIS" logo and the text: "Database Application from the KSDE Student Support Services Student Data KSTARS Project at the Northeast Kansas Education Service Center".

LEAMIS - [Who Are You List: 1 of 1]

File Edit Setup Utilities Student Data Help

Who Are You Users

First Name

Last Name

User Name

User Password

User Type

FIRST PREU NEXT LAST DELETE CANCEL ACCEPT

YOU MUST:

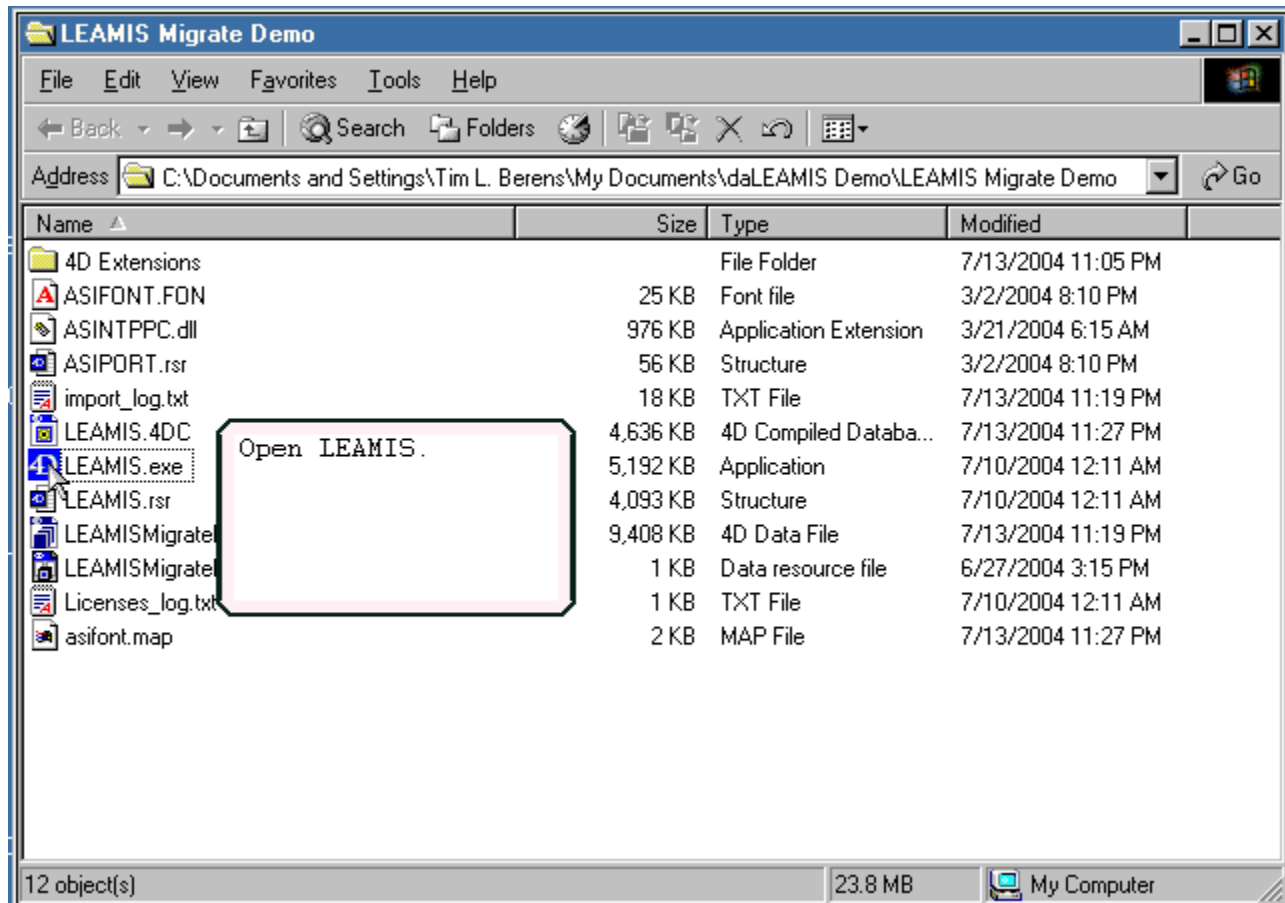
Enter your
First Name,
Last Name,
User Name.

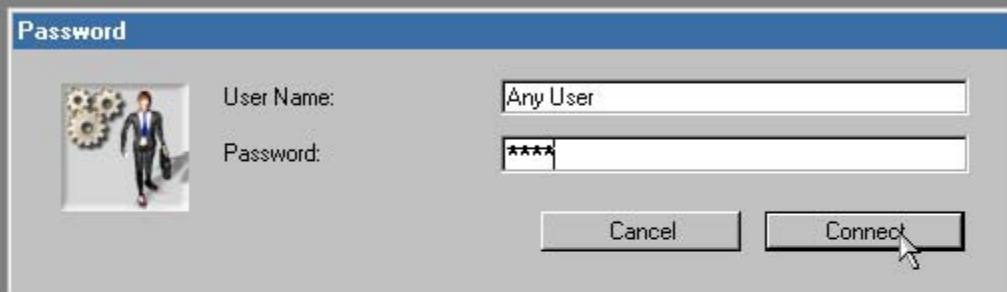
Select Clerk as the User
Type.

Remember you User Name.
You will need it to login
as a data clerk.

Click on Accept.

The screenshot shows a Windows-style application window titled "LEAMIS - [LEAMISMigrateDemo_Data.4DD]". The menu bar includes "File", "Edit", "Setup", "Utilities", "Student Data", and "Help". The "File" menu is open, showing options: "About...", "Print Preview", "Exit to Designer Ctrl+U", and "Exit Ctrl+Q". A mouse cursor is pointing at the "Exit" option. A white callout box with a black border and pink shadow contains the text "Select Exit form the File menu." The background of the window displays the LEAMIS logo and the following text: "A LEAMIS Application from the KSDE Student Support Services Student Data KSTARS Project at the Northeast Kansas Education Service Center".





The screenshot shows a dialog box titled "Password" with a blue header bar. On the left side, there is a small icon of a person in a suit walking next to three interlocking gears. To the right of the icon, there are two text input fields. The first is labeled "User Name:" and contains the text "Any User". The second is labeled "Password:" and contains five asterisks "*****". Below these fields are two buttons: "Cancel" on the left and "Connect" on the right. A mouse cursor is pointing at the "Connect" button.

Now going to login as a Data Entry person.
User Name: Any User
Password: KSDE
Click on Connect.

Who are you?

User Name

Enter the User Name you gave yourself in the User Name field.
The User Name is case sensitive.

Click on OK.

You are now in LEAMIS.