To access your Practioner ID, you must log into your.acsi.org. If you have never logged in, please follow the steps below.

- 1. Log into Community and set-up your universal password. This reset process only needs to occur the first time you log into your profile for ACSI.
- 2. If you have already logged in to your ACSI account, please skip to step 6.
  - a. The acsi.org website



b. Going directly to the <u>https://community.acsi.org</u> website



2. Click the Login button in upper right of screen



3. Click the *"I forgot my password"* button and fill in your email address. Click Find My User Account button

Account Login	ACSI
Important Message	
If you have not logged in June 4, click "I forgot my You will receive an email your password.	to acsi.org since password" below. with a link to reset
Email Address	
Password	
Sign In	
Keep me signed in	
I forgot my user nam	e
I forgot my password Contract Member Con	
*Please enter EITHER yo OR your user name.	• ur e-mail address
E-mail Address	
OR User Name, if differe	ent
Find My User	Account
New User? Create an Acc	count Here
Create Acc	ount

4. Click the link sent to you via email. Check your junk mail.



## 5. Fill in the required fields and click Save Changes

Root > Home > Reset Password	
Password Requirements	
<sup>-</sup> or passwords: length = 8, numeric characters = 1, upper case characters = 1, lower case characters = 1. Jser name * heather_wendt@acsi.org Password *	
Please Confirm New Password	
Secret Question	
What is the name of your favorite pet?	
Secret Answer *	
Please confirm secret answer	
Before resetting your password we need to verify that you are a real person. To confirm that you are really seeing this you see in this image into the box below.	screen please type the characters
Save Channes Cancel	

6. Upon logging in, you will need to go to your.acsi.org and login at the top right corner:

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		Home	Events	Curriculum & Assessme	nts Course S	Subscriptions						
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7. Sign in with your email and password. If you forgot your password, there is a link to reset it below:

$\leftarrow \   \rightarrow$	C 🔒 your.acsi.org/Security/Sign-In?returnurl=%2f		🅶 🖻 🖈 🕒 🌘				
ACSI	💩 ACSI Connections 👜 ACSI Global 💩 Your ACSI 📘 PayCom 🖡 Planner 🦚 ShareF	Point Point OneDrive Protech 视 Whova	ı 🆸 Brazen 🚱 Sitefinity 🛛 📙 All Book				
		ALL ALL CARD	and the second second				
	Sign In	Create User Account	t				
	Username / E-mail	Welcome! If you've never created ar	n ACSI account please use this form to				
·	chealsea_allen@Acsi.org	create one today. Member school administrators have likely created an account for you. Inquire within your organization to get your login credentials, or contact ACSI Care Team for assistance: careteam@acsi.org 800.367.5391					
	Password						
		A strong password should have: length = 8, numeric characters = 1, upper case characters = 1, lower case characters = 1, symbol characters = 1					
	□ Keep me signed in if I close the browser						
	Sign In	First Name					
Λ			Ð				
	Do you need help signing into our site?	Enter E-mail	Confirm E-mail				
	○ Find my account by e-mail address						
	O I forgot my password						
	O Contact ACSI Care Team	Create Password	Confirm Password				

8. Click on Account/Profile to access your profile:



9. Click on Profile again and scroll to the bottom under the "About Me" section and you will find your practioner ID.

