The California Educational Computer Consortium Employee Self Service User Guide

LOGIN PROCESS

Select the "District" from the drop-down list on the top of the login page and enter Login Name and Password, and then click [Login].

BESTIET	Register	
	Welcome to the BEST NET Employee Self Service Site	Copyright (C) 2001-2005 Simpler Systems, Inc.
	Enter your District, Login Name and Password, then click Login to access the site.	
	District:	
	San Bernardino County Superintendent of Schools	
	Login Name: Password:	
	Need a hint?	
	Forgot your login/password?	
	Login	
	If you don't have a password, enter your District, then click Register to begin the registration process.	
	District:	
	San Bernardino County Superintendent of Schools	
	Register	
	For assistance with your account or registration, contact your payroll administrator.	

Forgot Password

If the user has forgotten their password, there are a few options to help the user get logged in.

If the Password Hint was entered and saved during registration or authentication, enter the Login Name and click on the 'Need a hint?' link to display the Password Hint. If nothing is displayed, the hint was not setup or saved.

come to the BE	EST NET Employee	Self Service Site	
r your District, Login	n Name and Password, th	hen click Login to access the site.	
ict:			
Bernardino County	Superintendent of School	ols 🗸	
1 Name:	Password:		
r1		Need a hint	
ot your login/passw	ord?	NS-	
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er in er	er your District, Logi rict: n Bernardino County in Name: er1 aot your login/passw Login	er your District, Login Name and Password, the rict: In Bernardino County Superintendent of Schoon in Name: Password: er1 appl your login/password? Login	er your District, Login Name and Password, then click Login to access the site. rict: n Bernardino County Superintendent of Schools in Name: Password: er1

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	Welcome to the BEST NET Employee Self Service Site	
	Enter your District, Login Name and Password, then click Login to access the site. District: San Bernardino County Superintendent of Schools	
	Login Name: Password:	
	User1 × Hint: This is a password hint	
	Forgot your login/password?	
	Login	
he initial security	v questions exist for the user account, then the next ontion	
ize the Forgot y	our password feature by clicking on the 'Forgot your login	
ssword' link.		
BEST	Login	
	Welcome to the BEST NET Employee Self Service Site	
	Enter your District, Login Name and Password, then click Login to access the site.	
	District:	
	San Bernardino County Superintendent of Schools	
	Login Name: Password:	
	Hint: This is a password hint	
	Forgot your login/password?	
er clicking on the	e Forgot Password link, the system must verify the identit	
user. Enter eith	er the Login Name OR the First Name, Last Name, and	
d click [Continue	J. If any of the information entered is incorrect or if the Service for the user exercised and	
er must complet	exist for the user account, the user will not be verified and	
si musi complet		
BEST Forgot	Login/Password	
	Copyright (C) 2007-2005 Simpler 5	
Identity Ver		
Identity Ver Login Name:		
<mark>Identity Ver</mark> Login Name: Or		
Identity Ver Login Name: Or First Name: Last Name:	(Must match what is currently displayed on Warrant or EFT stub) (Must match what is currently displayed on Warrant or EFT stub)	
Identity Ver Login Name: Or First Name: Last Name: SSN:	(Must match what is currently displayed on Warrant or EFT stub) (Must match what is currently displayed on Warrant or EFT stub) (Example: 123458789 (no hyphens))	
Identity Ver Login Name: Or First Name: Last Name: SSN: Search	(Must match what is currently displayed on Warrant or EFT stub) (Must match what is currently displayed on Warrant or EFT stub) (Example: 123456789 (no hyphens)) Cancel	
Identity Ver Login Name: Or First Name: Last Name: SSN: Search	(Must match what is currently displayed on Warrant or EFT stub) (Must match what is currently displayed on Warrant or EFT stub) (Example: 123456789 (no hyphens)) Cancel	

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next question and then enter the correct answer. If any of the information cannot be verified, the user must complete the registration process. Click [Continue].

	Security Questions
	SSN: (Example: 123456789 (no hyphens))
	Please provide an answer to the security question (case sensitive):
	What is the name of your favorite book?
	Continue Cancer Change Security Question
ce all of t	he information entered is verified, enter a new password and ther
k [Save].	The Login page is then displayed and the user can login.
	BEST Forgot Login/Password
	Change Password (* = Required field)
	Password Policy:
	Password must be at least 4 characters long Password cannot be the first last or login name or the word 'password'
	Password must contain at least 1 letter
	Password will expire in 180 days Password must not have been used in the last 400 days
	Naw Paceword
	Retype Password: *
	Password Hint (optional):
	Save Cancel
ter resettir	ng a user password using the Forgot Password feature, the system
er resettir nerates a	ng a user password using the Forgot Password feature, the system nd sends an email to the registered user alerting them that their
ter resettir enerates an issword ha	ng a user password using the Forgot Password feature, the system nd sends an email to the registered user alerting them that their as been changed.
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ter resettir enerates al assword ha assword ha bissword ha assword ha assword ha bissword	ng a user password using the Forgot Password feature, the system nd sends an email to the registered user alerting them that their as been changed. nployee Self Service Site [mailto:DoNotReply@BESTNETCONSORTIUM.net] < 01, 2014 4:18 PM Self Service - Password Reset
ter resettir enerates al ssword ha ssword ha mt: Tuesday, July : John Doe : John Doe : John Doe bject: Employee tis is an automate ssword, you may you did not reset	ng a user password using the Forgot Password feature, the system nd sends an email to the registered user alerting them that their as been changed. nployee Self Service Site [mailto:DoNotReply@BESTNETCONSORTIUM.net] <pre>/ 01, 2014 4:18 PM</pre> Self Service - Password Reset ed message notifying you that your Employee Self Service account password has been changed. If you reset <pre>/ ignore this message.</pre>