

Steps for Resetting Password

If you have not entered **Secret Question** then start with **step 1 to step 6**
Otherwise start with **step 7 to step 12**

- 1) Click **Reset Password** Link on Login Page

Sign in to Volunteer Log Site

Family Last Name:

Password:


[Reset Password](#) [How to Reset?](#)






- 2) Enter Family Information for Resetting Password

Reset Password

Family Last Name	<input type="text" value="MacKenzie"/>
Number of children enrolled at SCCLC	<input type="text"/>
Name of any child enrolled at SCCLC	<input type="text" value=""/>
	


- 3) Enter **Secret Question** and **Answer** so that next time you can use it for Changing Password

Reset Password

Secret Question	Any Secret Question
Your Answer	Answer
	

- 4) Enter New Password

Reset Password

Password	●●●●●●●●
	

- 5) Now Login again with **Same Username** and **new Password**


Family Last Name:

Password:

[Reset Password](#)




6) You can now login



SAN CARLOS
CHARTER
LEARNING CENTER


[Track Hours](#)
[Enter Hours](#)
[View Hours](#)
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[Report by activity](#)
[Report by class](#)
Logout
Version 1.0.0722.2

Welcome to San Carlos Charter Learning Center

View Volunteer Hours : School Year 

Family Name: MacKenzie

No Volunteer Hours found.

--Select Action-- 

That's it.

Now if you want to change password again you will need to start from **Step 7**

- 7) Now after setting Secret Question **If You want to change password again** you will need to follow above steps

Click **Reset Password** Link on Login Page

Sign in to Volunteer Log Site

Family Last Name:

Password:

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- 8) Enter Family Information for Resetting Password

Reset Password

Family Last Name	<input type="text" value="MacKenzie"/>
Number of children enrolled at SCCLC	<input type="text"/>
Name of any child enrolled at SCCLC	<input type="text"/>
	


10) Enter Answer You have entered previously for verification purpose

Reset Password

Secret Question	Any Secret Question
Your Answer	Answer
	

11) Enter New Password

Reset Password

Password
	

12) Now Login again with **Same Username** and **new Password**

Family Last Name:

Password:

[Reset Password](#)

