

Western Boone Schools Network User ID Form

Access to the Western Boone County Community Schools Network, and the ability to use Network resources is a privilege and not a right. The Technology Department must have this form signed, dated and on file before any Network access will be granted.

Your new user ID will follow the following formula:

First 6 letters of Last Name + First Name Initial + Middle Initial

Example: Name = Jonathon Samuel McCormick

User ID = mccormjs

Your new password must be at least 6 characters in length. You will be required to change your password every 45 days. You may not use any of your last 9 passwords when this change is due. It is recommended that you use alpha and numeric characters to create your password. You should refrain from using common words or numbers such as; Password, 123456, computer, etc... You should also refrain from using your name, address, phone number or social security number as your password. Your passwords are NOT case sensitive.

PASSWORD SHARING IS PROHIBITED. YOU MUST NEVER GIVE OUT OR SHARE YOUR PASSWORD WITH ANYONE!!!

You will create your password the first time you login. Simply enter your User ID in the "User Name" field of the Novell Client, and click the OK button. You will then be prompted to create your password.

Your signature below verifies that you have read and understand the information above, and will comply with all rules and regulations regarding network access and network resource usage.

Print First Name: _____

Print Middle Name: _____

Print Last Name: _____

Teacher, Student or
Parent/Guardian Signature: _____

Date: _____

For Technology Dept Use Only		
User ID: _____	Date: _____	
Created By: _____		