



# STUDENT LOGIN SUPPORT

**HELLO**  
my name is

**NEW STUDENT**

## Logging in for the First Time?

- 1 Log on to any on-campus desktop computer with username **student ID** + password **happy**
- 2 Follow prompts to change password
- 3 Use this new password for all district apps

**\*New students must FIRST complete this step before accessing any other CCSD apps**



## Logging in to StudentVUE

- 1 Log in to [studentvue.cobbk12.org](http://studentvue.cobbk12.org)
- 2 Username: Student ID #
- 3 Password: school computer login password

**\*New students must first set password (see left) and access StudentVUE in a web browser before they can use the mobile app**



## Finding Your CTLS & O365 Username

- 1 Log in to [studentvue.cobbk12.org](http://studentvue.cobbk12.org) (see above)
- 2 At left, click on **Account Login Information**
- 3 Beneath your photo, click on Account Login Information again



**\*scan to view a video of these steps**



## Logging in to CTLS Learn

- 1 Go to [www.cobbk12.org](http://www.cobbk12.org) > LOGIN > CTLS Learn Login (on campus, open icon on desktop)
- 2 Username: Office 365 username (all lowercase)
- 3 Password: Office 365 password

**\*If prompted for a Client ID, use [gacobb](#)**

 Office 365

## Logging in to Office 365

- 1 Go to [www.cobbk12.org](http://www.cobbk12.org) > LOGIN > Office 365 Login (on campus, open icon on desktop)
- 2 Username: **first.last@students.cobbk12.org**
- 3 Password: school computer login password

**\*New students set password first (see above)**

## Accessing Your CCSD Outlook Email



- 1 Log in to Office365 (see left)
- 2 Click on the Outlook email icon
- 3 Or download and use the mobile app

**\*Students can email school staff but not other students; incoming emails are limited to district-approved addresses**