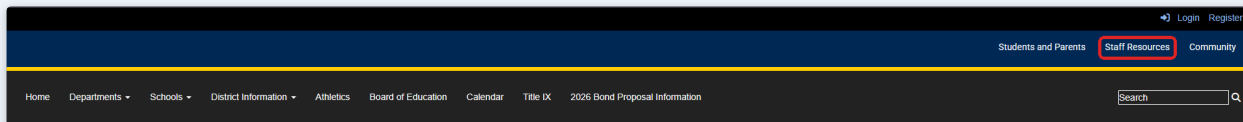


Staff Portal Login Guide

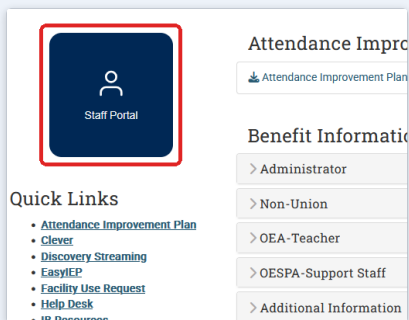
How to sign in to the Owosso staff portal
Owosso Public Schools · Ready for the World

1. GET TO THE STAFF PORTAL

- 1 In your web browser, go to **owosso.k12.mi.us**.
- 2 In the **top-right corner**, click **Staff Resources**.



- 3 On the Staff Resources page, click the blue **Staff Portal** button (just above **Quick Links**).

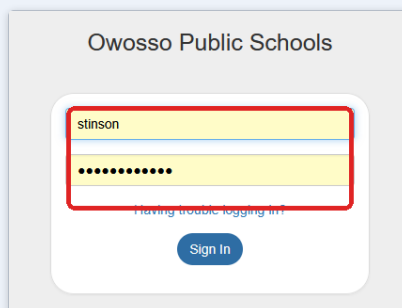


2. SIGN IN

The Staff Portal button opens the sign-in page. Enter:

- **Username:** your **last name**.
- **Password:** your **Windows password** — the same one you use to log in to a school computer.

Click **Sign In**. You'll land on the Staff Portal home page.



⚠ TROUBLE SIGNING IN? CONTACT THE TECH DEPARTMENT

If you can't sign in, **do not** click **Register** or **Having trouble logging in? / Forgot password** — these won't create or repair a staff account and can cause more issues.

Instead, submit a **Help Desk ticket** at **owosso.freshdesk.com** and the Technology Department will help you get signed in.