
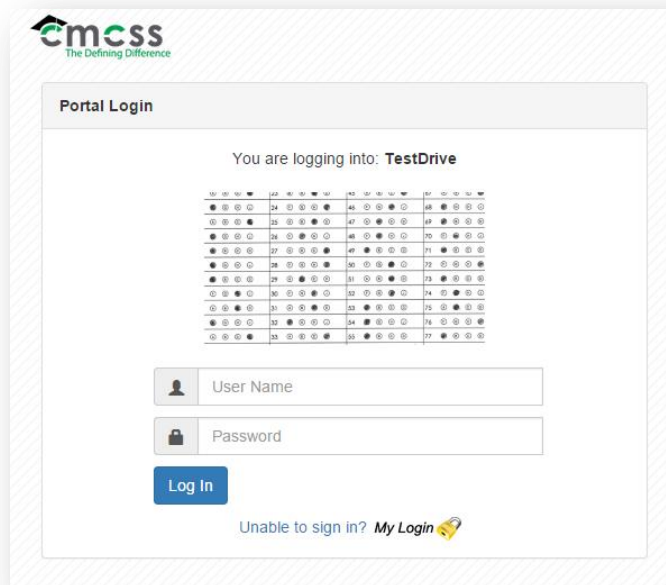


Two Easy Ways to Use the Single Sign-on Portal:

Method One: Application Access

You can go directly to the *My Login* *My Login*  powered site like normal. However, rather than the site-specific login page that you are used to seeing, you'll see a new *Portal* login page instead.

For instance, if you wanted to get into the *TestDrive* site, you could visit testdrive.cmcss.net and you would see this login screen:



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Portal Login


You are logging into: **TestDrive**

21	22	23	24	25	26	27	28	29	30
31	32	33	34	35	36	37	38	39	40
41	42	43	44	45	46	47	48	49	50
51	52	53	54	55	56	57	58	59	60
61	62	63	64	65	66	67	68	69	70
71	72	73	74	75	76	77	78	79	80
81	82	83	84	85	86	87	88	89	90
91	92	93	94	95	96	97	98	99	100

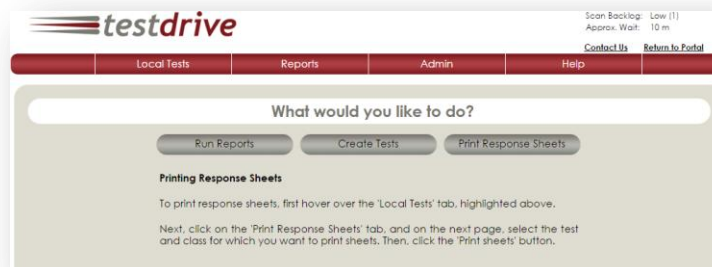
User Name

Password

Log In

Unable to sign in? *My Login* 

When you log in with your *My Login* username and password, you will be taken directly to *TestDrive*:



testdrive

Scan Backlog: Low (1)
Approx. Wait: 10 m

Contact Us Return to Portal

Local Tests Reports Admin Help

What would you like to do?

Run Reports Create Tests Print Response Sheets

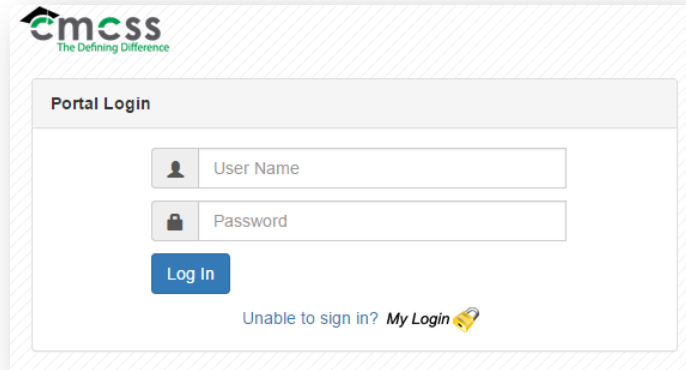
Printing Response Sheets

To print response sheets, first hover over the 'Local Tests' tab, highlighted above.

Next, click on the 'Print Response Sheets' tab, and on the next page, select the test and class for which you want to print sheets. Then, click the 'Print sheets' button.

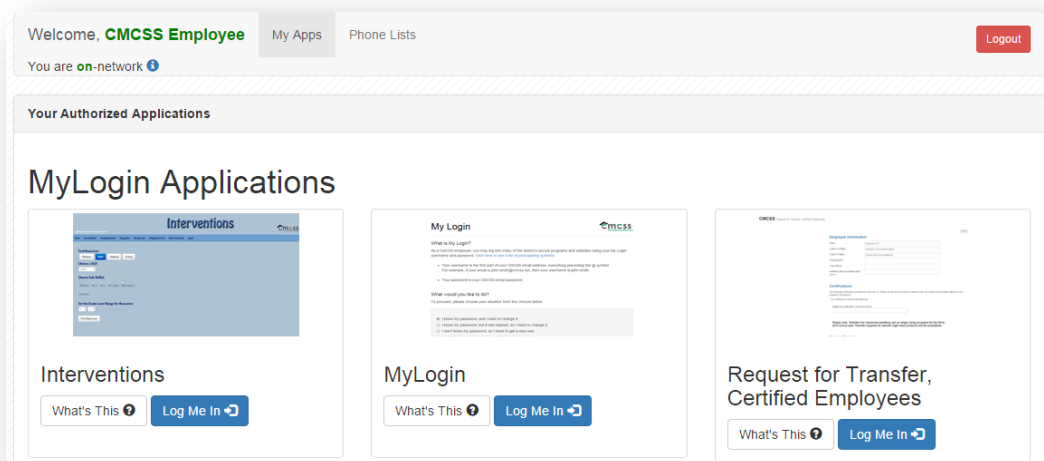
Method Two: Single Sign-on Portal Access

You can visit portal.cmcss.net in your browser and log in with your *My Login* username and password.



The screenshot shows the CMCSS Portal Login page. At the top left is the CMCSS logo with the tagline "The Defining Difference". Below the logo is a "Portal Login" section. It contains two input fields: "User Name" with a person icon and "Password" with a lock icon. A blue "Log In" button is positioned below the password field. At the bottom of the login section, there is a link that says "Unable to sign in? My Login" with a key icon.

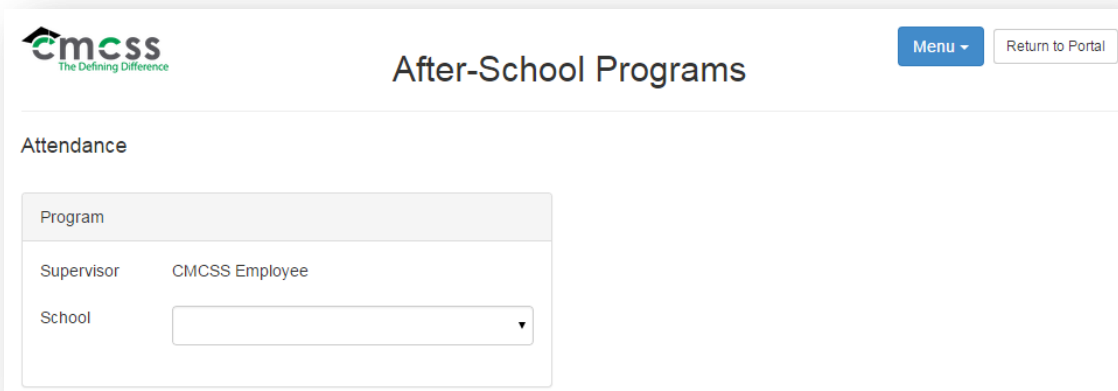
Once you log in, you'll see a list of the *My Login* applications that you can visit. You should only see applications that you are authorized to use.



The screenshot shows the CMCSS My Login dashboard. At the top, it says "Welcome, CMCSS Employee" and "You are on-network". There are navigation links for "My Apps" and "Phone Lists", and a "Logout" button. The main section is titled "Your Authorized Applications" and "MyLogin Applications". It displays three application cards: "Interventions", "My Login", and "Request for Transfer, Certified Employees". Each card has a "What's This" link and a "Log Me In" button.

Just click on the *Log Me In* button for a site and you will be logged into that site.

For example, if you want to go to the *AfterSchool* site, just click on the *Log Me In* button and you'll be logged into the *AfterSchool* site.



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After-School Programs

Menu ▾ Return to Portal

Attendance

Program

Supervisor CMCSS Employee

School

If you click on the *Return to Portal* button from within a *My Login* site, you can visit another *My Login* application without having to log in again.

Logging out of the Single Sign-on Portal

Since there is now a single place to log in, there is also a single place to log out. You may notice that the Logout buttons have been replaced with a *Return to Portal* link or button in each *My Login* site.

Click the *Return to Portal* button to return to the portal and log out from there by using the Logout button.