

Start of Year Advice:

- Profile Setup
 - New requirements(email, phone, [password](#) – now case sensitive)
- AutoComplete/AutoFill
 - Do not rely on your browser to keep your log in details.
 - Recommend to [disable these features](#) to prevent possible issues.
- Browser Setup
 - Follow our setup directions for your browser:
 - [Internet Explorer](#)
 - [Google Chrome](#)
 - [Safari](#)
- Browser up to date
 - Up to date list of [supported browsers and current versions](#)
- Bookmark login page
 - Never search for your login page
 - Use the [link on login page](#) to bookmark
- Exclusive Rights
 - [Used to allow one person at time editing](#)
 - Make sure your computer clock is set correctly
 - Includes time zone, daylight savings setting, time
- Network issues
 - [Network issues may affect use of SpEd Forms](#)
- Resources
 - [Guides](#)
 - [FAQs](#)
 - SpEd Forms administrator
- Navigation
 - Use SpEd menus, SpEd buttons, SpEd navigation drop down
 - Do not ([using these could cause data mix ups](#)):
 - Do not use browser buttons to navigate
 - Do not use the address bar to shortcut to a known form.
 - [Data Validation](#)
- Only one instance of SpEd Forms
 - Only be logged into SpEd Forms in one instance of the following:
 - One browser tab
 - One browser window
- Student List Filters
 - [How to use the filters on the Student List](#)