



# Resetting a Student Password from the Teacher Dashboard

1. Log into theaet.com and navigate to the teacher dashboard. Then select the blue accounts tab.

New York FFA Association, NY Log Out

Profile Accounts Tracker Reports

Region Account  
Inbox  
Portfolio  
Scoreboard  
Explore SAE  
Classroom Resources  
Sign Off

2022-2023  
SAEs: 2  
Jm Entries: 3  
Jm Hours: 4  
Active Students: 1  
Cal. Activities: 118  
Award Apps: 16

Student Help  
Teacher Help  
AET Classroom  
Ask AET a Question

## Welcome to the Teacher Dashboard

**AET Advisor Alerts:**  
Enrollment data in your Program Profile is incomplete.  
You have no current classes.

**Profile**  
Manage your AET settings, and manage information about you and your Program.

**Accounts**  
Set up new accounts, reset passwords, send messages, and organize your students.  
Access Student Account: [dropdown menu]

**Tracker**  
Manage your Program of Activities Calendar and your Program Finances. Also, maintain your Teacher Journal.

**Reports**  
Retrieve summarized data about your Program activities.

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2. From the accounts tab, select "Manage all accounts."

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## AET Accounts

**Your Student Accounts**

- Manage all accounts
- Access one account: [dropdown menu]
- Summary of all Students' Progress and Awards
- Add Projects for your students

**Settings and Messaging**

- Organize students into groups
- Local FFA Dues Payment Manager
- Student Contact & Emergency Info
- AET Message Center - send messages by SMS, email, or AET
- FFA Roster Helper
- 8. FFA Roster Lookup - Search for membership numbers

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3. Select the student's name for the password you need to reset. Additionally, you can reset all student account passwords using the "Reset All Student Passwords" in the bright green box.

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### Student Accounts

Active Status:

Active

Inactive

Practice AET

Pending Transfers

Last Name Starts With:

Student Finder Reset

All Students

Grade Levels

FFA Membership

Custom Groups

Export

Add Accounts: [One / Multiple SAs](#)

Automatic Operations: [Reset All Student Passwords](#) [National Basis Utilities](#)

Multi-row Operations: [Use the checkboxes to select one or more students.](#)

<input type="checkbox"/>	Unique #	Name	Username	Grade	Last Access
<input type="checkbox"/>	3907262	<span style="border: 1px solid red; padding: 2px;">FFA, New York</span>	nyffa2023	11	never

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4. Approximately 2/3 of the way down the page, there is an option to reset password. Type in the new password and select the save button at the bottom of the screen.

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Unique #:	3907262	<a href="#">Open AET</a>
Active:	<input checked="" type="checkbox"/>	
Exclude from Stats:	<input type="checkbox"/>	
Disable Messaging:	<input type="checkbox"/>	
Date Created:	11/18/2022	
Username:	nyffa2023	
FFA Member Number:		
Statewide Student ID:	<input type="text"/>	
First, Middle, and Last Name, Suffix:	New York	FFA (None) v
Suffix:		
High School Graduation Year:	2024	
Email Address:	santa@northpole.com	
Bad Login Attempts:	0 (change password on next row to reset counter)	
Reset Password:	<input style="border: 1px solid red;" type="text"/>	
# of Award Apps:	5	
# of SAEs:	2	
# of Logins to AET:	0	
Date of Last AET Login:		
Delete:	<input type="button" value="Delete"/>	