

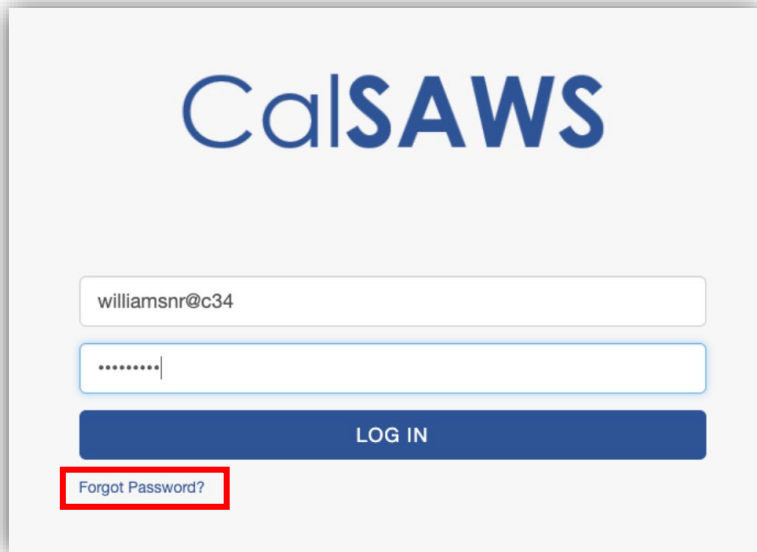
Logging into CalSAWS: Helpful Hints

First-Time Login

If this is your first-time logging into CalSAWS, follow the instructions on the Login Page:

Enter your username (your County email) and CalSAWS password.

- If you have previously accessed LMS, your username and password will be the same ones used for LMS.
- If you forget your password, click the "Forgot Password" link after your CalSAWS credentials have been created.



The screenshot shows the CalSAWS login interface. At the top is the 'CalSAWS' logo. Below it are two input fields: the first contains the email 'williamsnr@c34' and the second contains masked characters '*****'. A blue 'LOG IN' button is positioned below the password field. At the bottom left, there is a red-bordered link labeled 'Forgot Password?'.

<https://web.calsaws.net/>

Ongoing Logins

Once you have logged into CalSAWS or LMS, follow the instructions on the Login Page:

Use your CalSAWS Credentials to login.

Tip: Remember to use your CalSAWS password. This may not match your previous CalWIN password.

Password Troubleshooting

Inactive Account

Your password will become **Inactive** if you have not logged into CalSAWS within 60 days of account activation.

You will have to go through your County Help Desk to re-activate your account and reset your password.

Expired Password

Your password will **Expire** if it is not updated every 60 Days. You will receive an email notification reminder to reset your password 15, 5, 4, 3, 2, and 1 day(s) prior to password expiration.

Forgotten Password

If you forget your password, click the "Forgot Password" link after your CalSAWS credentials have been created.