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Sent: Tuesday, August 27, 2013 11:06 AM
Subject: Grant County Schools Information Technology Notice: Password Information

Grant County Schools Information Technology Notice

District Security Information and Technology Announcements

Daily EST 11:15 - Password Security Notification

The material contained in this document has been released to communicate important information relative to your district's technology initiatives. It is recommended you watch for these updates and read the contents carefully. Please do not disregard this information.

Record 1 of 1 Security Announcement

Title: District Password Requirements and Procedures

Published Date: 08/27/2013

Abstract: Password Security Policy

In terms of password administration, the following list provides requirements for establishing and maintaining passwords:

1. Passwords shall be a minimum of 6 characters in length.
2. Passwords will require a combination of characters from at least two of the following categories:
 1. Alphabetical letters (Lower Case a-z, and Capital A-Z)
 2. Digits (0-9)

Example: Disney1

1. Passwords shall be memorized. Passwords are not to be written down or stored by other means.
2. Passwords shall not be shared with anyone for any reason. Please see the Acceptable Use Policy. Users need to change their password prior to the expiration date or they will be locked out.
3. Password reuse - New passwords must differ by at least 1 characters from the previous password which means users will not be able to use the previous 8 passwords.
4. Account lockout - After 3 failed attempts to login, a user account will be locked out for 15 minutes.
5. Users are required to change their passwords every 90 days. Notifications reminders

will be sent to users 14, 7, 3, 2, 1 days before their passwords expire.

If you have any question regarding changing your school password, please contact the Grant County Information Technology Team.

About this notification

This technology notification is being delivered to all Grant County school personnel in an effort to inform and instruct users about new services, tools and features.

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