

Oregon Extended Training and Proficiency Website How to Change Your Password

Question:

How do I change my password on the Oregon Extended Training and Proficiency Website?

Answer:

First, log into the website at <http://or.k12test.com>. Once logged in, you will see the Home page. Click on the Account tab or Account button. You will see that you have three options, Edit Account Information, Change Email, or Logout. Go to Edit Account Information

The screenshot shows the user interface of the Oregon Extended Training and Proficiency Website. At the top, there is a navigation bar with the following items: OR K12Test.com, Home, Training, Proficiency, Student Details, Materials, Admin, and Account. The main content area is titled "Welcome Sevrina Tindal" and includes a note: "(Last login was on 9/21/2022 at 1:45 pm. View History)". Below this, there is a list of menu items:

- Training**: Learn to administer and score the ORExt. [Training »](#)
- Proficiency**: Test your proficiency and become a Qualified Assessor/Qualified Trainer. [Proficiency »](#)
- Sign Language**: ODE Sign Language Resources [Sign Language Training »](#)
- C&I Resources**: Curricular and Instructional Resources [C&I Resources »](#)
- View Materials**: Access training materials and other QT files, as well as practice tests for each subject. [View Materials »](#)
- Student Details**: Access [Rostering](#) and [Monitoring](#) functions for your students [Student Details »](#)
- Admin**: Certify other users, view login history, and access other restricted functions. [Admin »](#)
- Account**: Change your password and edit other account information. [Account »](#)

At the bottom of the main content area, there is a note with a headphones icon: "Note: It is highly recommended that you use headphones when viewing and listening to the videos in both the Training section and the Proficiency section of this web site."

The footer contains the following text: "Home | About | Contact | System Requirements | Practice Tests · Training | Proficiency | Materials | Admin | Account" and "© 2022 Behavioral Research and Teaching".

You will then be taken to your Account page.

On the Account page, enter your Current Password, then enter your New Password twice (for confirmation)

The screenshot shows a web browser window with the URL or.k12test.com/teachers/auth/account. The page title is "Your Oregon Extended Account" and the user is identified as "Sev Tindal" with the role "Qualified Trainer".

The form is divided into three main sections:

- Account Information:** Includes fields for "Email" (stindal@uoregon.edu), "Current Password", "New Password (only if updating)", and "Retype New Password (only if updating)". There is a "Change Email »" button.
- Personal Information:** Includes fields for "First Name" (Sev), "Last Name" (Tindal), "Phone", "Street Address", "City" (Eugene), "State" (Oregon), and "Zip" (97405).
- District and School Information:** Includes dropdown menus for "Your District" (BRT) and "Your School" (BRT).

A blue "Update Account" button is located at the bottom of the form. To the right of the form, there is a "Change Email »" button and a "Student Access" section with the following text: "Your district and school information has been verified by a trusted user. You should now be able to access your students."

At the bottom of the page, there is a footer with navigation links: Home | About | Contact | System Requirements | Practice Tests | Training | Proficiency | Materials | Admin | Account, and a copyright notice: © 2021 Behavioral Research and Teaching.

You then click on Update Account button.

Your account should now be updated. If you have any questions or concerns please contact our HelpDesk at: orextended@k12test.com or go to <https://orext.helpscoutdocs.com/>