

Dear WIDA Website User,

As a currently registered WIDA website user, we wanted to let you know about updates that may affect your user account as we make improvements to the system. To ensure uninterrupted access to the Secure Portal area of the WIDA website, please confirm your interest in maintaining an account by following the steps below. Any website roles and permissions currently assigned to your account will not be affected by this process.

1. If you no longer wish to maintain a WIDA website user account, please reply to this email with the phrase "opt-out" in the body of the message.
2. To verify your continued interest in a WIDA website account, please sign into your account using this link: <https://www.wida.us/login.aspx>.
3. If you have forgotten your user name or need to reset your password, you may use the following link for the reset tool: <https://www.wida.us/ResetPasswordRequest.aspx>. Follow the on screen instructions by typing in your email address and clicking on the Submit button. You will receive an email message with your user name and a link to reset your password. Then you are able to type in and confirm your new password. *Note that the password reset link expires after one hour.*
4. When you arrive on the **MY ACCOUNT & SECURE PORTAL** page (<https://www.wida.us/client/index.aspx>), please review the right column **My Account Info** and make updates as needed.
5. Congratulations! You have completed the account verification process.
6. **If no action is taken by September 30, 2015, your account will be inactivated in the system. No user data will be deleted.**

Please note the new look and organization for the My Account & Secure Portal page. Resources are now organized into the following sections based on badge (permission) type: ACCESS for ELLs Training, Screener Test Materials & Training, Professional Learning Opportunities, State or District Administrator Resources, and Assessment/Data Links. You will see only those sections and badges that have been assigned to you.

Thank you for taking time to verify and update your WIDA website user account.

If you have any questions or concerns, please contact the WIDA Client Services Center – [help@wida.us](mailto:help@wida.us) or 866-276-7735.

Thank you,

WIDA Client Services Center