



Text of email sent to all employees on April 7, 2021

Colleagues,

Today is the day that we collectively embark on the exciting journey to propel the AACPS teaching and learning experience lightyears ahead. Please review the following information in final preparation for training in our new learning management system (LMS), Brightspace.

### **Your Brightspace Account & Support**

The introductory journey to Brightspace begins today! All accounts are active (for training purposes) and every employee has access today's Professional Learning Opportunity, including student interns and TSAs. Please start your journey by clicking on this [link](#) to the video that provides context and direction for your experience today. Please watch the video before you log in to your Brightspace account. Use your AACPS credentials when logging into <https://Brightspace.aacps.org> (the same as if you are logging into your computer). Office Hours for support are available by last name today to assist you with your asynchronous learning experience. We have scheduled additional office hours for those who have questions after today's session. You will find those days and times in your course. You are always welcome to access support by emailing [BrightspaceSupport@aacps.org](mailto:BrightspaceSupport@aacps.org).

### **Multi-Factor Authentication**

Just a final reminder (only if you have not already done so): You will not be able to log in if you have not set up your multi-factor authentication (MFA). [The directions for MFA setup and Self Service Password Reset are located at this link](#). If you have questions or concerns about MFA, please contact the HELP-DESK at 410-222-5135 or [help-desk@aacps.org](mailto:help-desk@aacps.org) or ask your school's technology support technician for assistance.

Let the Journey Begin!

Sincerely,

Your LMS Implementation Team  
[www.aacps.org/lms](http://www.aacps.org/lms)