

Enrolling and Set-up of ADSelfService Plus app

The Active Directory Self Service Plus application will allow you to reset your PC/email password on your own without assistance from the Help Desk.

Once you click on the URL from your email, you will be directed to the ADSelfService Plus website Login page.

On the ADSelfService Authentication line, use the pulldown arrow to select the campus that pertains to you: LPC, CHABOTCOLLEGE or CLPCCD

Username is your work email

Password is your desktop/email password

Click Login

At the Welcome notification, click on Click Here, and you will be directed to the Enrollment tab

Enrollment

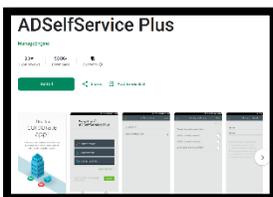
Select and answer your security questions, then click Next

You have successfully enrolled! Go to your icon in the top right corner and Sign Out.

Download app to your phone

1. Download app

(This process may work better away from your campus)



Search for and download Managed ADSSP (ADSelfService Plus) app onto your cell phone. Open the app and select Skip.

2. Setup the app

Allow ADSSP to send you notifications

Click on Server Settings

Server Settings

Servername: ADSSP.clpccd.org

Port: 443

Protocol: HTTPS

Click Save

Yes, to your administrator sending you push notifications

Username is your work email

Password is your desktop/email password

ADSSP Authentication should be whichever pertains to your campus:

Use the pulldown to select: LPC, CHABOTCOLLEGE or CLPCCD

Click Login

Push notification has been successfully enabled, Click OK

You will be on Change Password page

DO NOT CHANGE YOUR PASSWORD AT THIS TIME

...Click your icon on the upper left corner and Sign Out

That's it. In the future, if ever you forget, or need to change your password, use the ADSSP app to do so. Just open the app and select Reset Password.

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