

## LAUSD USER IDENTIFICATION PORTAL

## AUTHENTICATE YOUR SSO USER ACCOUNT TO ACCESS E-CAR

To ensure your ability to access the E-CAST online application, you will be required to authenticate your LAUSD Single Sign-On (SSO) User Account by visiting the LAUSD User Identification Portal. This must be completed to access the E-CAST online application. The portal may be accessed by using this link, or by navigating directly to:

 $\underline{\text{https://cp.lausd.net:} 6082/\text{php/uid.php?vsys=1&rule=7&token=bNPkyukJTu3sVcCfHKdm0}}{\text{F5WEoo}}$ 

Once you have arrived at the LAUSD User Identification Portal website, you will be prompted to enter your LAUSD SSO credentials. Do not include '@lausd.net' after your username (for example: jane.doe@lausd.net).



After logging in, you will receive a "User Authenticated" confirmation at the top of your browser window. You may now access the E-CAST online application at: https://www.laschools.org/new-site/my-school/ecast/.

## **TECHNICAL RECOMMENDATIONS**

For the best E-CAST experience, it is highly recommended that users access the E-CAST online application at <a href="https://www.laschools.org/new-site/my-school/ecast/">https://www.laschools.org/new-site/my-school/ecast/</a> using a computer that meets the following specifications:

- Runs on the Windows operating system
- Has the Google Chrome browser installed
- Is connected to the District's Network (lausd.net) from your school site or work location

## DO YOU STILL NEED HELP?

For those users who are unable to access the E-CAST online application at <a href="https://www.laschools.org/new-site/my-school/ecast/">https://www.laschools.org/new-site/my-school/ecast/</a>, technical support is available.

- For assistance with your E-CAST user account or the E-CAST capacity
  assessment review process, contact E-CAST Customer Service at 213-2418044, extension 9, or at <a href="mpd@lausd.net">mpd@lausd.net</a>. E-CAST Customer Service Specialists
  are available from 7:30am 5:00pm, Monday Friday.
- For technical assistance with accessing the E-CAST online application at <a href="https://www.laschools.org/new-site/my-school/ecast/">https://www.laschools.org/new-site/my-school/ecast/</a>, contact the Information Technology Services Facilities Technology Services Support Hotline at 213-241-5200, extension 4, or at <a href="https://www.lausd.org/helpdesk">https://www.lausd.org/helpdesk</a>. ITS-FTS Technical Support Representatives are available from 7:30am 5:00pm, Monday Friday.