



UNIONE EUROPEA

**FONDI STRUTTURALI EUROPEI**

**pon** 2014-2020



MIUR

Ministero dell'Istruzione, dell'Università e della Ricerca  
Dipartimento per la Programmazione  
Direzione Generale per Interventi in materia di edilizia scolastica, per la gestione dei fondi strutturali per l'istruzione e per l'innovazione digitale.  
Ufficio IV

PER LA SCUOLA - COMPETENZE E AMBIENTI PER L'APPRENDIMENTO (FSE-FESR)



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Prot.n. 2349/E.06 Soliera, 9/16/2020

To soliera's IC parents

**Subject:** Instructions for changing passwords the first time you sign in to the new gmail account.

Dear parents and guardians,

As previously circulated, you have been informed that children in kindergarten and primary school will also have their own account that will accompany them until the end of secondary school.

The first time you log in, you will need to change your password and below we will show you the steps to do this.

- access the "Google" search engine;
- click in the top right on the "ACCEDI" icon
- your child's credentials: [surname.name@soliera.istruzione.it](mailto:surname.name@soliera.istruzione.it)
- Enter the temporary password:  
alunni2020
- at this point you will see a welcome message where you will have to accept that you understand the description of how your account works.
- click "ACCEPT" at the bottom center;
- choose and write a new password;
- rewrite under the password to confirm it;
- click "change password".

It is important to remember your password in order to access the services and emails addressed to your children.

If you have difficulty accessing it, you can contact your plexus' digital contact through the teachers.

IC Soliera's Digital Animator  
Prof Morena Gandini

The Headmistress of IC Soliera  
Dr Tiziana Segalini

Autographed signature replaced by printing Art. 3,  
paragraph 2 of Legislative Decree 39/1993