

Staff Google Information Sheet

Red Clay Schools Google Account

Credentials:

Default username:

Firstname.Lastname@redclayschools.com

Default password: RC\$Birthmonthbirthyear

ie: RC\$January1991

★Then you will be prompted to change your password.

Need Help?

- Call or email the Technology Help Desk: 302-636-HELP (4357) or helpdesk@redclay.k12.de.us
- Put in a ticket from the Inside Red Clay homepage: <http://redclay.schoolwires.net/insideredclay>
 - Inside Red Clay > Working Here > Technology > Submit Tech Request button
 - **OR**
 - Inside Red Clay > Scroll down and click "I Need To... Submit an IT Work Order"