

Student Portal – Step by Step  
JAncona, Jan 2016, updated Fall 2017, Winter 2019

Students Access Illuminate through a DIFFERENT website

[Brighton.illuminatehc.com/login](http://Brighton.illuminatehc.com/login)

Username: student ID number

Password: initially you tell them, afterward they will create their own

To set up a whole class at once, give the student their temporary password:

Open your Illuminate account

→Click Students (from black bar to the left)

→Click Manage Portal Access

Lists all of your students

Their temporary passwords are listed

\*\*If not listed they have one already set up

\*\*If they don't remember, you can reset (see directions below – on the next page)

When students sign on the first time with the password you give them they will be prompted to change to their own password immediately.

\*\*Students may want to write down the website and record their new password if needed to help them remember

- Students can see ALL tests that were set up to be viewed in Student Portal, by ANY teacher (the default is “yes, share the results.”)
- If they click around in the test results they can drill into the data for specific results by question, question group, or standard depending on how the test was set up.
- They will not see the question or the correct answer just correct or incorrect
- You can also set up tests to have ready for students to take on-line
- If you set up a test through Illuminate's Itembank test writing program then students can see the question/answer if you permit it
- They can access all of this from their phone too as it is all accessed through a web browser

To reset a single student password (if they have forgotten)

NOTE – you can also lock students out this way

→ Click Students (from black bar on the left)

→ Click Search 2.0

Type in student name

→ Click Search

The landing page titled Student Demographics


Look in the top box titled “General Information”

Scroll to the bottom of this section

Look for: Portal Password and “Change” in blue

## Student Demographics

<b>School</b> Brighton High School	<b>Next School</b> ⌵	<b>Prior School</b> 🔒	<b>Prior District</b> 🔒	<b>Expected Receiver School</b> ⌵
<b>Homeroom</b> Teacher: Arnella Park, Room: B36	<b>Counselor</b> N/A	<b>House</b> N/A		
<b>Gender</b> Male	<b>Birth Date</b> 08/30/2002	<b>Birth Date Verification</b> ⌵	<b>Birth Order</b> 🔒	
<b>School Enter Date</b> 09/05/2017	<b>District Enter Date</b> 09/04/2007	<b>Cumulative File Sent To</b> 🔒	<b>Cumulative File Sent On</b> 🔒	
<b>Cumulative File Received From</b> 🔒	<b>Cumulative File Received On</b> 🔒	<b>Portal Password</b> <a href="#">Change</a>		



→ Click on Change

Type in any new password, I often use BAS or BRIGHTON or something easy to share

→ Click Save

Student will need to re-load their screen and then they will be prompted to change to their own password immediately.