SMART eR Logon Changes

SMART eR has been enhanced to provide additional security measures to safeguard your data from automated hacking systems or hackers. This will be implemented two ways: through a stronger password and by requiring additional security questions to be setup. The security question will provide an additional step in the login process making it harder for a computer program to try to gain access to your data.

Stronger password

The current rule of a minimum eight character password is still valid and can be as long as 100 characters. Additionally, your *new password cannot be the same as your old password* and *MUST* contain *at least one lower case letter, one upper case letter, one number and one symbol* (i.e.: John1deere$ or Smart#1234).

Security Questions

The current software requires one security question, but up to this point has only been used for resetting a password. It will be enhanced in v13.2.0 to *require every user to enter a minimum of three question choices* and a max of eight. Users will have the option to select predefined questions, type in customized questions, or a combination of both.

The system will randomly choose one question from this list of questions for the user to verify at time of login. If answered correctly the user will be logged in. If incorrect, an additional two tries will be provided before the account is locked for account safety. The user would then have to contact the appropriate district staff to have the lock removed in SMART HR.

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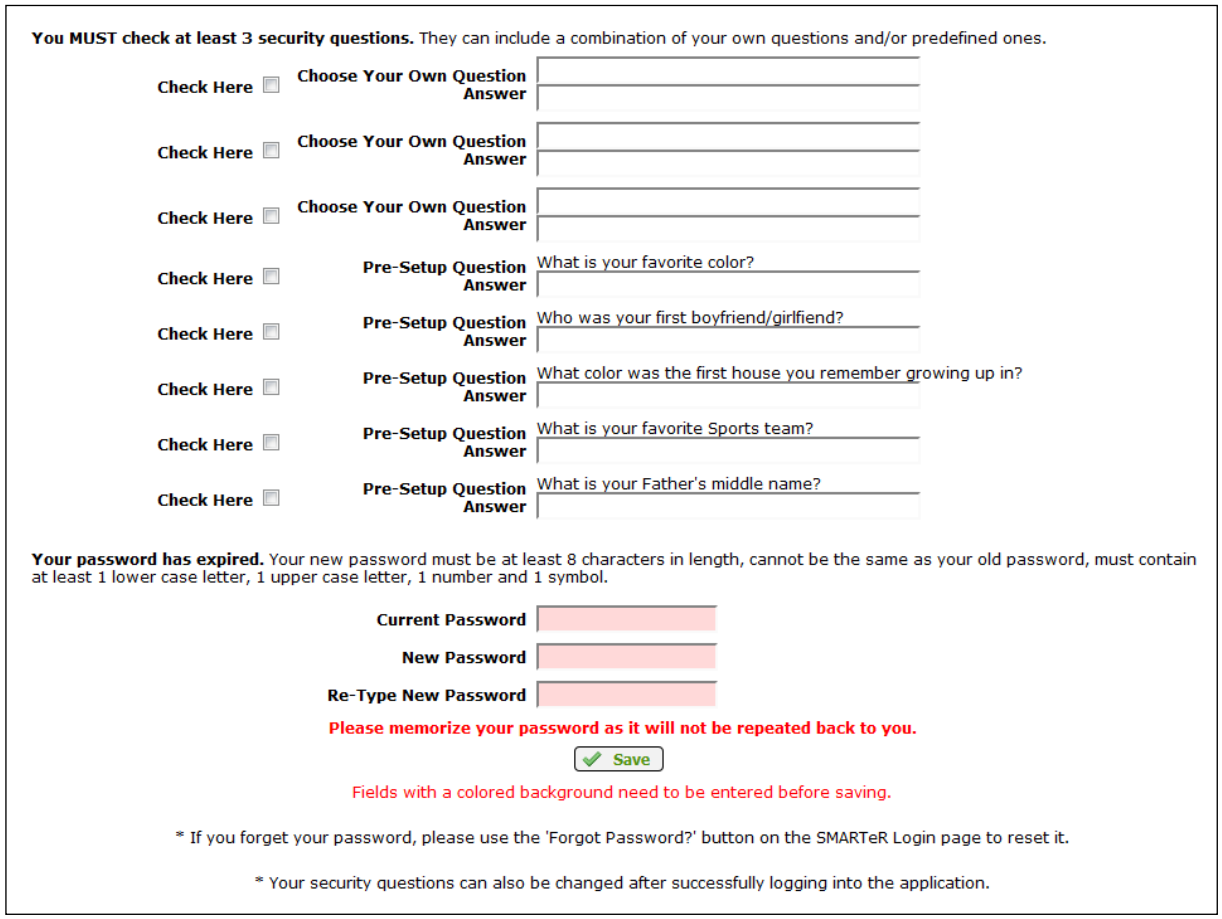
If you use Internet Explorer 10 or 11 please jump to page 3!

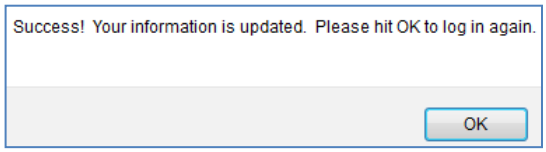
Or use an alternative browser (Firefox or Chrome).

After v13.2 SMART eR software is installed what will the users see?

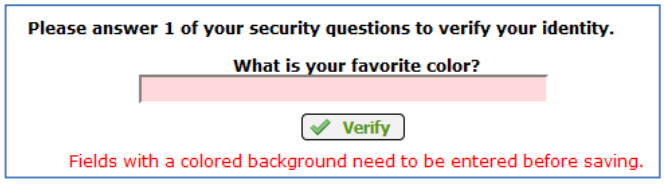
After successfully entering a login id and password, the system will redirect to a new security setup page. All fields with a colored background need to be entered in order for the page to save.



When your changes have been saved successfully, the following message will display.

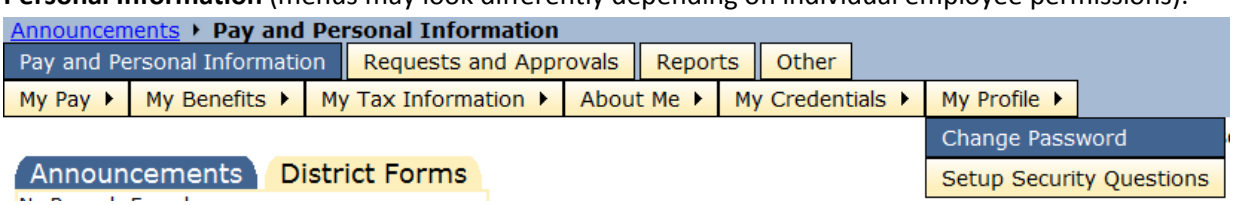


Click "**OK**", and re-login using the new password. It will then display one of the chosen security questions.

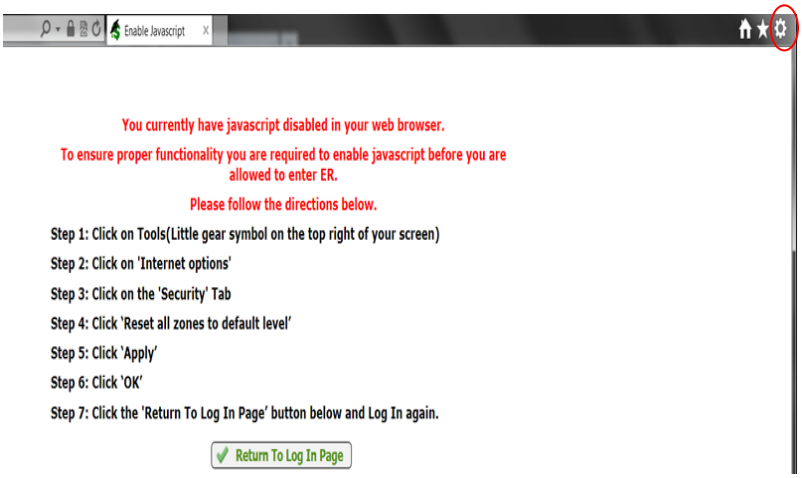


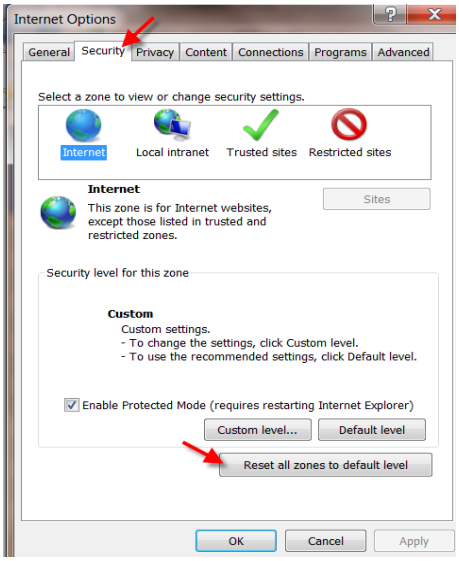
Enter an answer correctly and the system will finish logging in.

Security Questions and Password can always be maintained or changed from **My Profile** in the **Pay and Personal Information** (menus may look differently depending on individual employee permissions):



Note: Please make sure Javascript is enabled for your browser for SMART eR to work correctly in IE 10 & 11.
You will get the following screen: ***This needs to be done from your home screen prior to logging into eR.***





You will also need to add the website to the Compatibility View Settings

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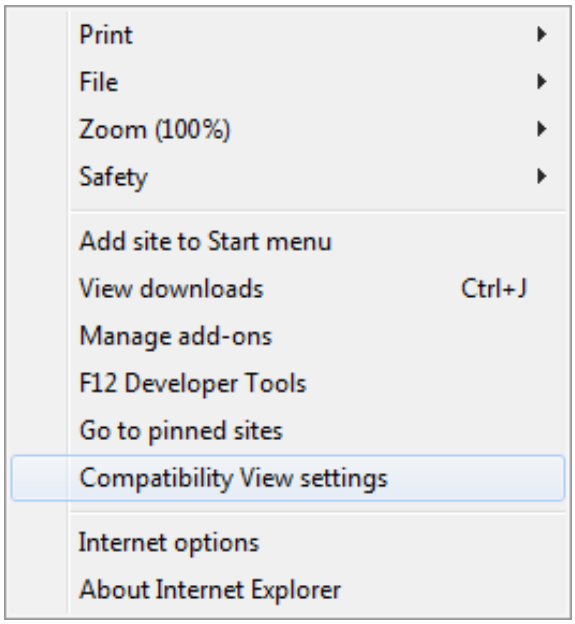
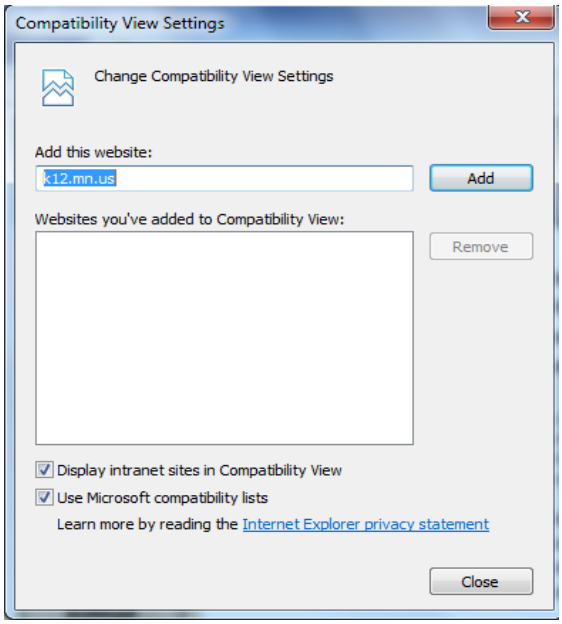
1. Click on the tools icon , Compatability View Settings, enter the website **k12.mn.us** and click on Add.





Now go to page 2…