

# Shaare ShulCloud Password Info

## TO SET UP YOUR SHAARE/SHULCLOUD PASSWORD

**NOTE: You must first REQUEST PASSWORD LINK online! Then follow the steps below AFTER you've received your ShulCloud link via email.**

1. Go to the **left side** (under our logo) and click on **MY ACCOUNT**.
2. Then click on **MY PROFILE**.
3. In **password box**, enter whatever you want your password to be.
5. In **CONFIRM box**, enter your password again.
6. **Skip everything else and scroll to bottom of screen.**
7. Click **SAVE CHANGES TO PERSON**.
8. Now **click on the Shaare Logo** to go back to the homepage.