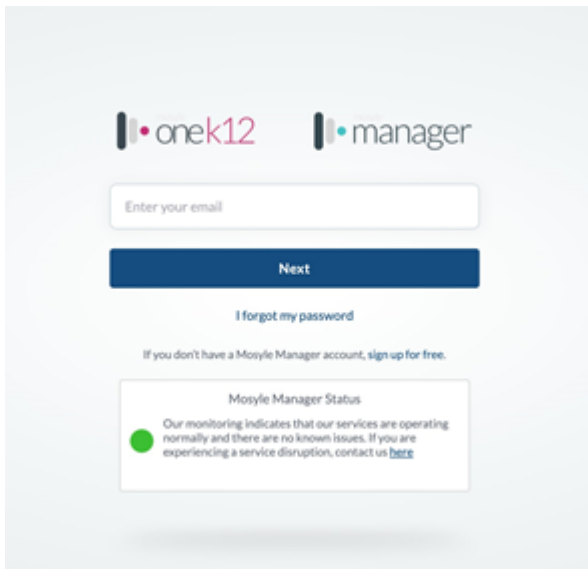


# How to Reset iPad Passcodes

## iPad Passcode Reset Directions

1. Go to [myschool.mosyle.com](https://myschool.mosyle.com) and login with your provided login.

Note: Change the password for security purposes



2. Click, "Management," at the bottom of the screen to access the Device Enrollment screen



## Device Enrollment Screen Notes:

- Make sure the top left shows this image.



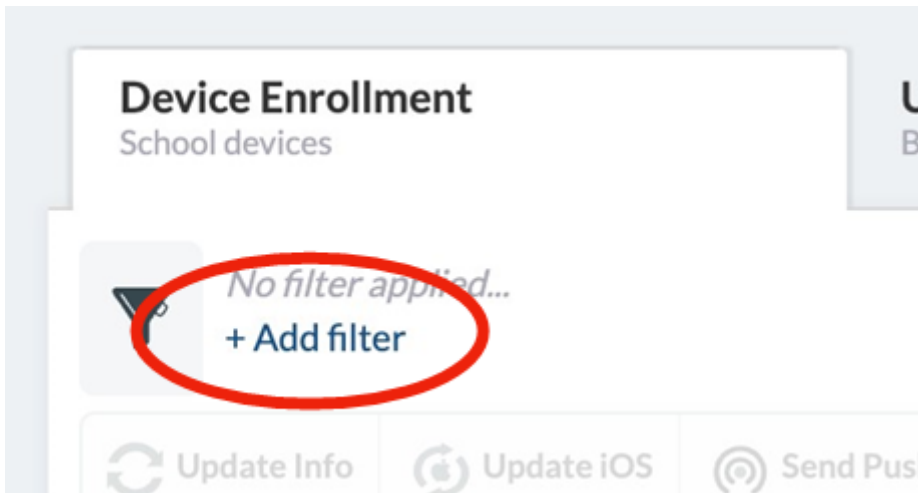
## Manage iOS / iPadOS

iOS / iPadOS ▼

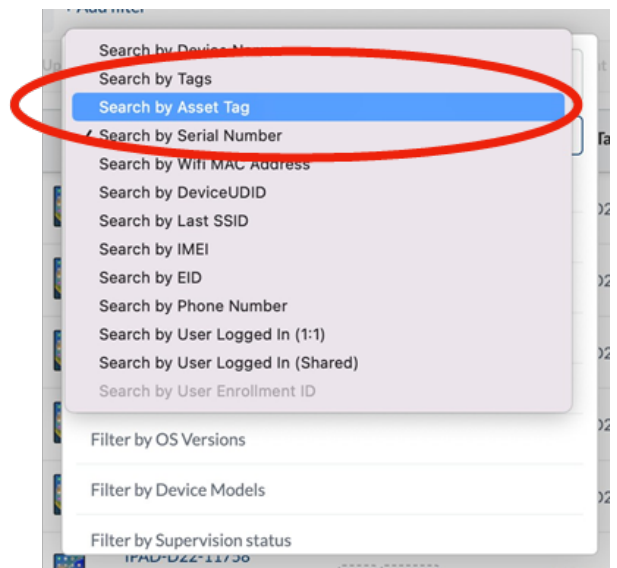
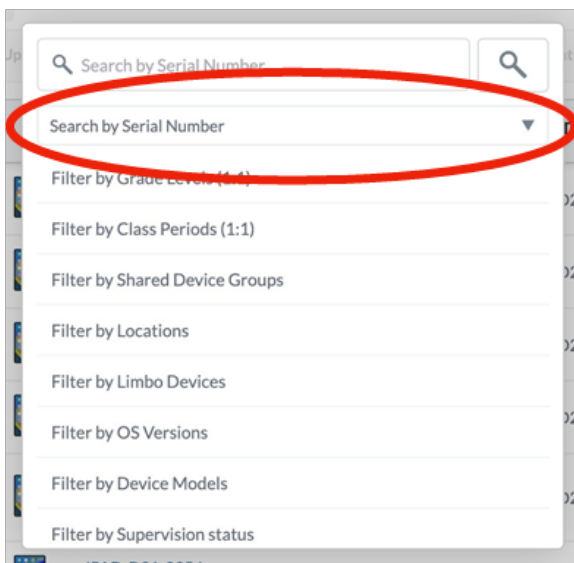
These directions will ONLY work for iPad Passcode purpose

- Do not worry about device names listed. Some may not list the asset tag, and that's not a problem.

3. Click +Filter under Device enrollment



4. Click the, "Search by Serial Number," dropdown and change it to, "Search by Asset Tag."







5. Type in or scan the asset tag

NOTE: Type the whole asset tag, not just the numbers at the end

Search by Asset Tag

▼


6. Click on the device name (asset tag number). Make sure the correct student name is listed.


| <input type="checkbox"/> | Device Name   | Tags  | Asset Tag      | Serial Number | OS     | Battery   | HD  |
|--------------------------|---|---|----------------|---------------|--------|---|---|
| <input type="checkbox"/> |  IPAD-D22-11667<br>1:1 - Grayson Colt Sparks |  Student | IPAD-D22-11667 | N619R7WR6N    | 15.6.1 |  25% |  32% (21 GB/64 GB) |

7. Click the, “More,” dropdown and choose, “Remove Lock Passcode.”


de Cartner


Screen View


 Update


 Send Push


More ▼


 Disable Activation Lock

 Erase Device

 Lock device

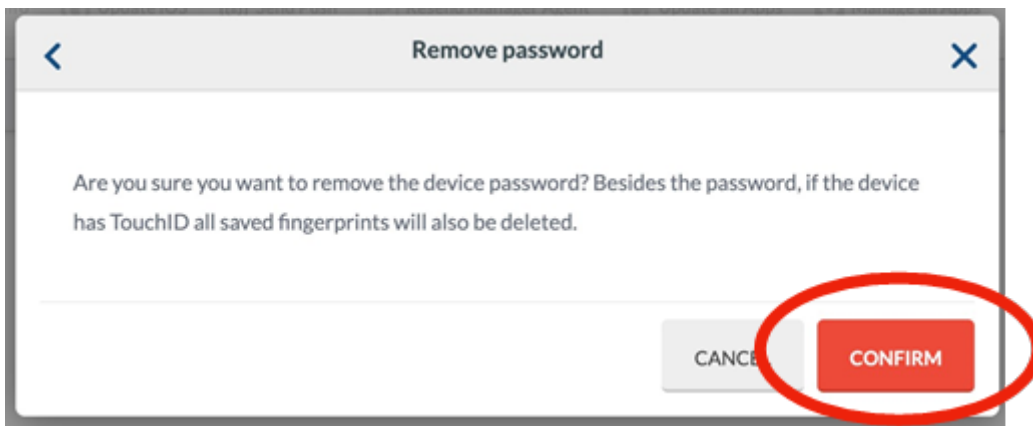
 Remove Lock Passcode

 Turn off the screen

 Remove Restrictions Passcode

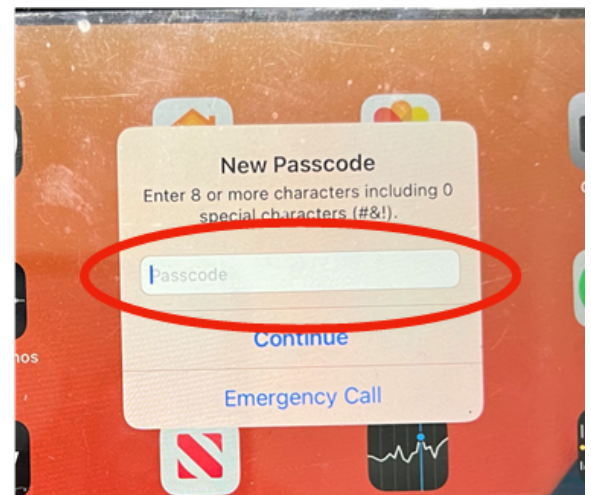
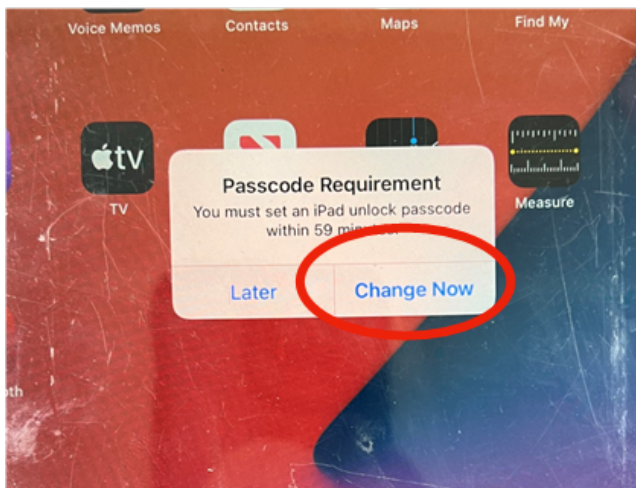
8. Click, “Confirm.”

This disables the passcode and sends a reset command to student iPad



9. Student iPad will get a message to reset the passcode. Click, "Change Now," and then enter new passcode.

Note: If student clicks, "Later," they will have 59 minutes to reset before they are forced to.



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Revision #8

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