



# De La Salle Santiago Zobel School

Ayala Alabang Village, Muntinlupa City, Philippines 1780, Tel. No.: 8771-DLSZ Website: [www.dlszobel.edu.ph](http://www.dlszobel.edu.ph)

26 June 2020

Dear DLSZ Parents and Guardians,

To access the Virtual Orientation stream next week, you will need to login with your child's **dlszobel** Google account. All students from Pre-Kinder to Grade 12 have been issued this account, format of which as follows: *IDnumber@dlszobel.edu.ph* (ex. S2000123@dlszobel.edu.ph)

If your child has never logged in to this account, the initial password can be found in the Family Portal (<https://family.dlszobel.edu.ph>). However, we highly encourage a change in password for more security. Please follow the steps below:

1. Login to your Family Portal account. <https://family.dlszobel.edu.ph/login.php>
2. Under the **NXGBL** section of the portal, click **Student Password**.

The screenshot shows a navigation menu on the left and a main content area on the right. The menu items are: Assessment, Statement of Account, Clearance, Adhoc Payments, ACADEMIC (Online Grades, Student Rank, Notes & Homework, Documents, Raw Scores), NXGBL (PEARL) (News & Updates, Policies, Instructions and FAQs, Parents' Orientation 2018-2019, Device Registration, eBook License Codes, Student Password), and FORMS (Carpool Discovery, Scholarship). The 'Student Password' option is highlighted with a red box. The main content area is titled 'Announcements & Updates' and contains three announcements: 'DLSZ Offices Remain Closed' (posted June 1, 2020), 'Letter to the DLSZ Community on F' (posted May 29, 2020), and 'DLSZ's Continuity of Learning Plan:' (posted May 27, 2020).

3. Click **Change Password** and enter a new password. It should have a minimum of eight (8) characters. Note, it may take at least 10 to 15 minutes before it can be used as our servers synchronize with Google's servers with those intervals.

## Student Password Change/Reset

A Student's ZOBEL Account gives him/her access to the following:

1. The school's WiFi network
2. @dlszobel.edu.ph Google account for services like Gmail, Google Drive, Sites, Calendar, etc.
3. Network folder for computer laboratory work
4. Online forms / surveys of the school

Student ID	Name	Default Password *	Action
S2123456	DELACRUZ, JUAN	z-12345678	Change Password
			Change Password

To test this account, you may login to Gmail - <https://mail.google.com>

For queries and further assistance, please email [IT-helpdesk@dlszobel.edu.ph](mailto:IT-helpdesk@dlszobel.edu.ph)

You may also refer to this page for other technical FAQs: <http://links.dlszobel.edu.ph/NxGBL-Technical-FAQs>

Thank you.