

5. Passwords

Two-tier Password System

To require either the Teacher password or Pupil passwords, select the appropriate items in the [Preferences](#) dialog which can be found in the Edit menu.

Master Spell will ask for an initial passwords when the requirement is set. The teacher password is the “Master Key” to all of the pupil files.

The teacher can always change the teacher password and can decide whether or not to allow the students to change their password all in the [Preferences](#) dialog.

Requiring the teacher password will by itself keep pupils out of the [Preferences Dialog](#), the [Test Editor](#) and the [The Class Editor](#).

There is now an [Unload Pupil](#) item in the Pupil menu so that a pupil can log out and reprotect other students from seeing his/her history.

Passwords are case insensitive.

Changing Passwords

The ability to change the teacher password can be found in the [Preferences](#) dialog under the Edit menu. If the teacher has allowed Pupil password changing, pupils can change their passwords by selecting the [Change Pupil Password...](#) menu item found in the Edit menu.

Resetting Pupil Password

The teacher can reset any or all Pupil passwords so that the pupil is asked to provide the password when the pupil file is loaded. To do this, set the password for the pupil to “password” from within the [The Class Editor](#).