



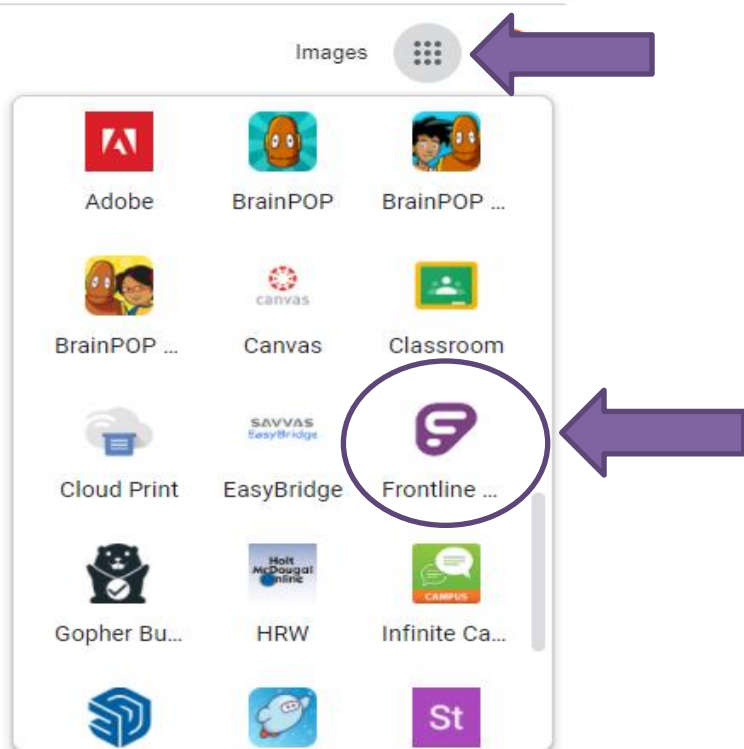
Signing into Frontline with Single Sign On (SSO)

SSO allows a user to access multiple, organization-specific applications with one username/password.

You can log into Frontline using the same username and password you use to log into your FCPS computer through one of the following paths. **If you do not know your FCPS email address or password, please call 859-381-HELP (4357).**

Option 1: DISTRICT SINGLE SIGN-ON APPLICATION PAGE

The most efficient way to access Frontline will be to go through your Google waffle. FCPS already utilizes the Google waffle for other platforms such as Zoom, Canvas, Brain Pop, and Infinite Campus. Now, you will be able to locate the Frontline icon toward the bottom of the Google waffle. When you select that icon, the Frontline start page will open and no further sign in on your part will be necessary to select the Frontline application you want to access.



Option 2: DISTRICT SIGN-IN LINK

Frontline users will be able to click the direct Frontline link found on the FCPS webpage to go directly to the Frontline Single Sign On page. This link can be found in Quick Links section in the Staff tab on the district's website (*see the screen shot at the top of page 3*).

Option 3: FRONTLINE SIGN-IN PAGE


Frontline also provides the standard sign-in option via app.frontlineeducation.com or through a specific application login page (e.g. Absence Management, Time and Attendance, FrontlineCentral, etc.). If you choose this sign in option, you will need to select the link that says **Or Sign in with Organization SSO**.


frontline
education

Sign in with a Frontline ID

Frontline Username

Frontline Password



 Sign In with Frontline ID

[Forgot Username](#) | [Forgot Password](#)

[Or Sign In with Organization SSO](#)

If you do not know your FCPS email address and/or password, please call 859-381-HELP (4357).



This opens the Provider Discovery page. Enter your FCPS email address and click **Look up organization sign in page**.

If you do not know your FCPS email address or password, please call 859-381-HELP (4357).

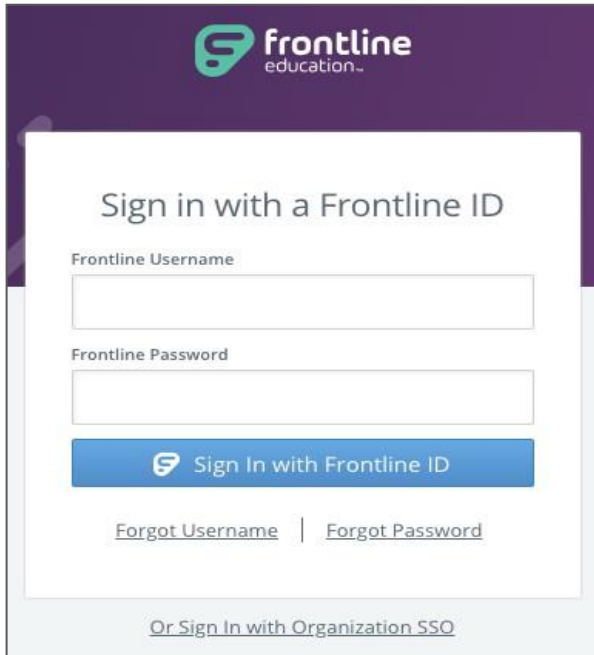
This email address authenticates your affiliation with FCPS. Once a successful authentication occurs, the system will remember your credentials for any future login attempts.

After you sign out and later re-visit the login page, you will see something similar to the image below:



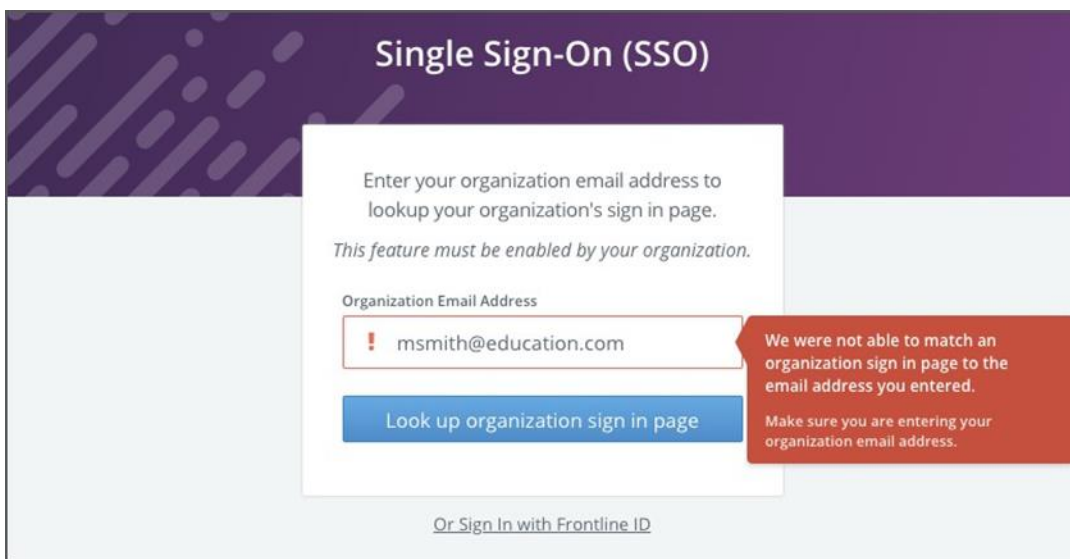
At this point, you will have three different options to select:

- Click "**Go to my organization's sign in page**" to directly log in and access the Frontline application.
- Select "**Or Sign In with Frontline ID**" to open the initial user Sign In page
- Do **not** select "Sign in with a different organization" since you will only be working within the FCPS Frontline organization.



The screenshot shows the 'Sign in with a Frontline ID' page. At the top left is the 'frontline education' logo. The main heading is 'Sign in with a Frontline ID'. Below this are two input fields: 'Frontline Username' and 'Frontline Password'. A blue button with the Frontline logo and the text 'Sign In with Frontline ID' is positioned below the password field. Underneath the button are two links: 'Forgot Username' and 'Forgot Password'. At the bottom of the form area, there is a link that says 'Or Sign In with Organization SSO'.

No matter which of the 3 sign-in options you choose, if you encounter any errors during the sign in process, you will receive an error notification that prompts you to re-enter your email. If a problem persists or if you receive an error message that says you have multiple accounts, please contact Frontline support or your organization administrator (in HR) by calling 859-281-6715 or email fcps.subhelp@fayette.kyschools.us.



The screenshot shows the 'Single Sign-On (SSO)' page. The heading is 'Single Sign-On (SSO)'. The main text says 'Enter your organization email address to lookup your organization's sign in page. This feature must be enabled by your organization.' Below this is an input field for 'Organization Email Address' containing 'msmith@education.com'. A blue button labeled 'Look up organization sign in page' is below the input field. A red error message box on the right says 'We were not able to match an organization sign in page to the email address you entered. Make sure you are entering your organization email address.' At the bottom, there is a link that says 'Or Sign In with Frontline ID'.

