

Blackbaud Login Directions

Please visit our new online portal at <https://hyde.myschoolapp.com/app#login>

We are sending this communication to you at the email address we have on file.

To login:

Click 'First time logging in'

Enter your email address (the one you have received this message at)

Check the options for 'Username' and 'Password' separately

Click 'Send'

Afterward, you will receive two email messages: One to tell you your username, and one with a password reset link. Please click this link to access the site and finalize your password.

Once you have logged in, a "welcome" message will provide you with options for guided tours to help you get acquainted. I recommend you spend a few minutes with that and bookmark the login page, so it is easy to access. Finally, emails coming to you through Blackbaud will show *hyde.myschool.com*. Please add this to your contacts to make sure these communications don't get caught in your spam filter.

Note: If your address, email or phone number has changed recently. Please click on your name at the top right (after you login) and select Profile. Then click on the pencil icon to update the information as necessary.