Dear Parents,

Skoolee will be asking all users to change their passwords for security reasons. Please follow these steps to change your password:

1. Clear the browsing data (History) before logging in by pressing Ctrl+Shift+Delete after opening the browser.
2. Login to Skoolee and follow the instructions on the pop up message to change your password to a one of your own.

Please note that your new password should be at least 9 characters with a combination of capital letters, small letters and numbers.

For further assistance, please contact the following staff members:

<table>
<thead>
<tr>
<th>Name</th>
<th>Ext.</th>
<th>E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lamia EL Khoury</td>
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<td><a href="mailto:itc@bbs.edu.kw">itc@bbs.edu.kw</a></td>
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<td><a href="mailto:itcassistant@fawsec.com.kw">itcassistant@fawsec.com.kw</a></td>
</tr>
</tbody>
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Also, as per your request Skoolee’s user guide for parents in Arabic and English has been added to the website. Please visit the following link to download Skoolee’s user guide:

http://www.bbs.edu.kw/page.content.php?id=82&menu=3

Thank you for your cooperation and understanding.

Sincerely,

Ms. Lamia EL Khouri
LMS Coordinator