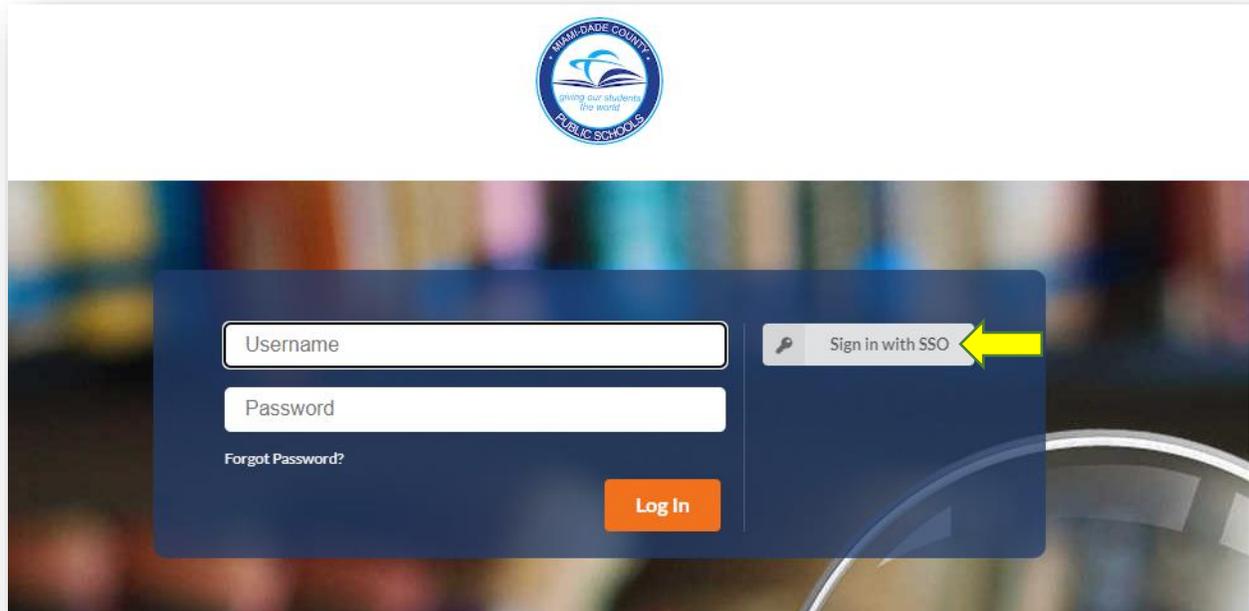


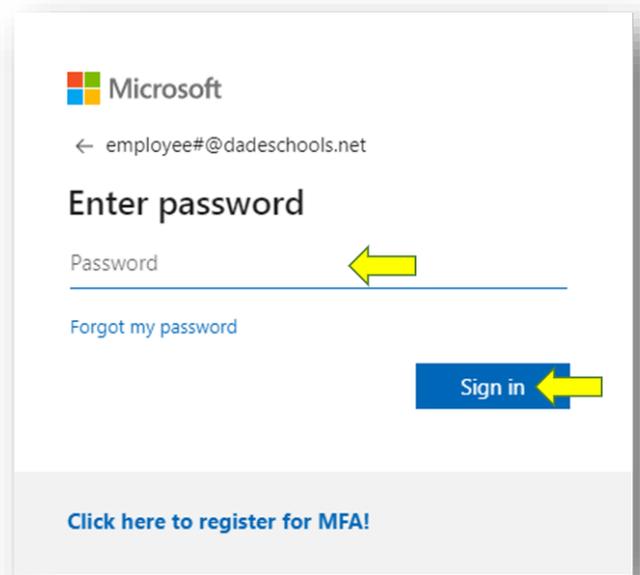
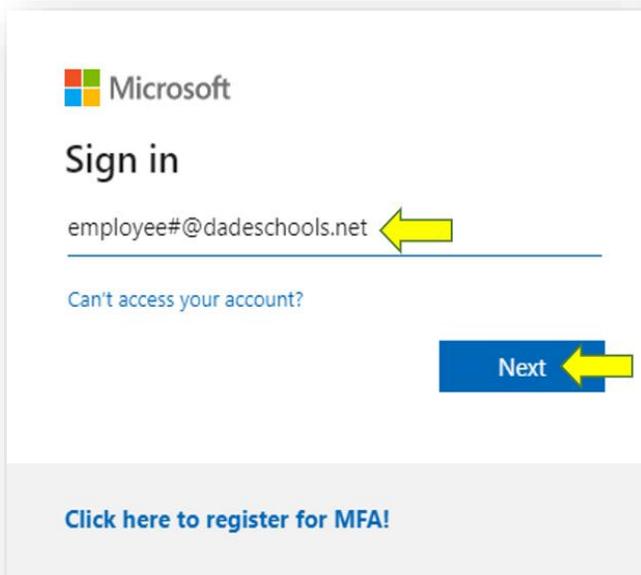
The steps below will assist users utilizing this tool:

1. Users may access Focus for Adult Education through the following link:
<https://mdcps.focuschoolsoftware.com/>
2. Click on the **Sign in with SSO** button



3. Users will be prompted to sign in using the dadeschools credentials.

Employees



Adult Education Students

Microsoft
Sign in
AdultEdStudentID@students.dadeschools.net
Can't access your account?
Next
Click here to register for MFA!

Microsoft
← AdultEdStudentID@students.dadeschools.net
Enter password
Password
Forgot my password
Sign in
Click here to register for MFA!

Please be reminded that new student records will be assigned the default credentials and might take 24-48 hours to become available for log in. Default credentials for Adult Education students are as follows:

Username: Adult Education Student ID number

Default Password: MMYYYYpw (Birthdate month birthdate year and letters pw lowercase)

4. Select Yes or No to stay signed in and proceed to Focus. Selections on this screen are at the user's discretion.

Microsoft
employee#@dadeschools.net
Stay signed in?
Do this to reduce the number of times you are asked to sign in.
 Don't show this again
No Yes
Click here to register for MFA!

Microsoft
AdultEdStudentID@students.dadeschools.net
Stay signed in?
Do this to reduce the number of times you are asked to sign in.
 Don't show this again
No Yes
Click here to register for MFA!

5. Users will be directed to the Focus main page.