

# Multiple Subject Mentor Teacher Guide

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## Register for a Mentor Account

1. Navigate to <https://apps.fullerton.edu/mscp-mentor>
2. Click on Create Mentor Account

Browser tabs: Login

Address bar: Not secure | apps.fullerton.edu/mscp-mentor/Account/Login?ReturnUr... A

CALIFORNIA STATE UNIVERSITY, FULLERTON

# Mentor Teacher Login

Email

Password

Remember me?

[Forgot Password](#)

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3. Fill out the entire form and click Register.

Register for a Mentor Account

Register for a Mentor Account

CALIFORNIA STATE UNIVERSITY, FULLERTON

## Register for a Mentor Account

Phone number

Email

Password

Your password must have a minimum of 8 characters, contain both lower and uppercase letters, numbers, and special characters.

Confirm Password

**Register**

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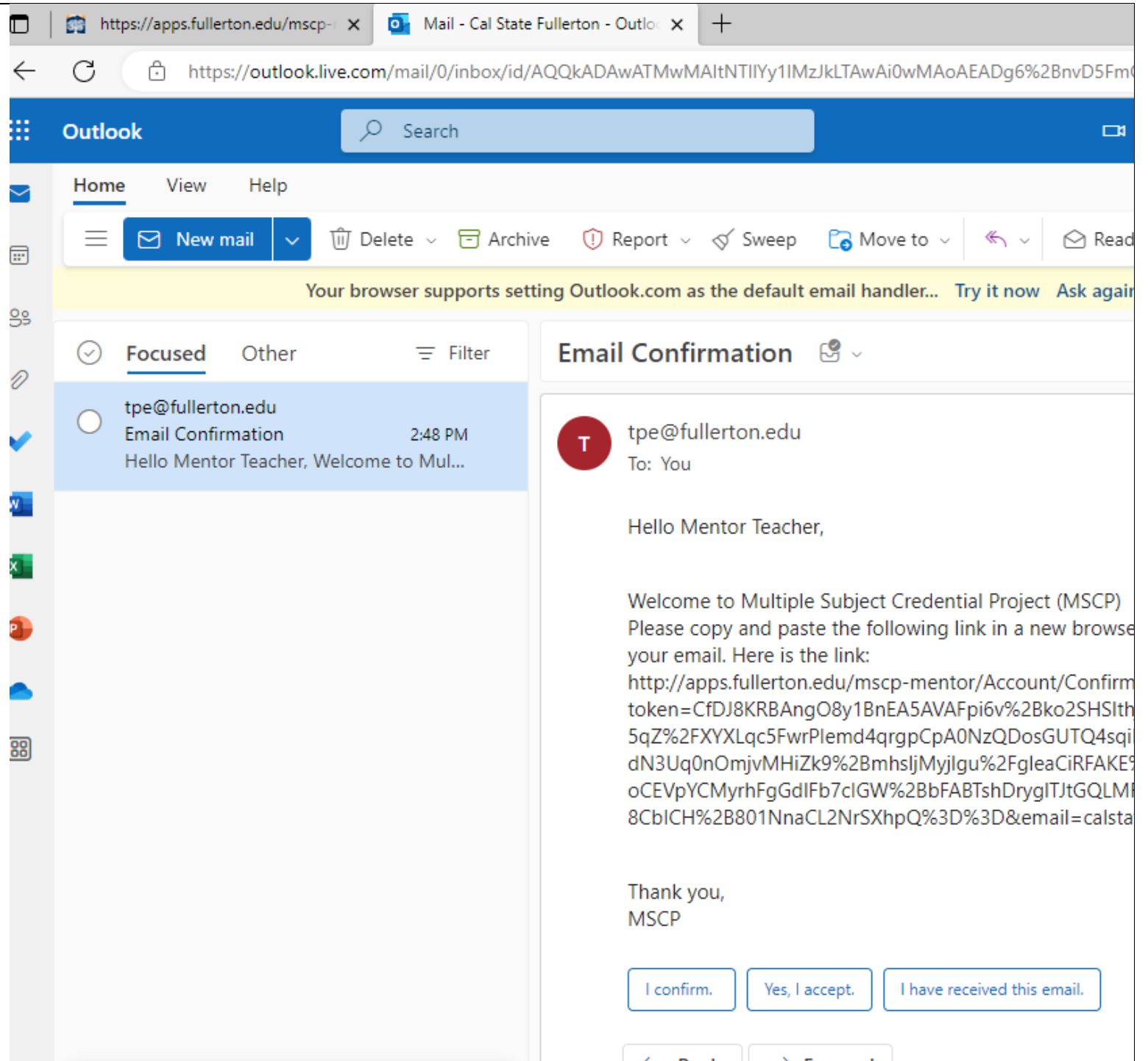
4. Registration was successful. Check your email for the confirmation link.

The screenshot shows a web browser window with the following content:

- Address bar: <https://apps.fullerton.edu/mscp-mentor/Account/SuccessRegistration>
- Header: CALIFORNIA STATE UNIVERSITY, FULLERTON
- Section Header: **Registration Successful**
- Text: Thank you for registering for a mentor account. Please check your email for a confirmation link before you are able to log in. If you don't receive an email shortly, add tpe@fullerton.edu to your contacts and/or check your junk/spam folder.
- Text: [Login here!](#)
- Footer: CALIFORNIA STATE UNIVERSITY FULLERTON logo and copyright information.

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5. This shows the email with the confirmation link.



The screenshot displays the Outlook web interface. The browser address bar shows the URL: <https://outlook.live.com/mail/0/inbox/id/AQQkADAwATMwMAItNTIIy1IMzJkLTAwAi0wMAoAEADg6%2BnvD5Fm>. The Outlook header includes the 'Outlook' logo, a search bar, and navigation tabs for 'Home', 'View', and 'Help'. Below the header, there are action buttons: 'New mail', 'Delete', 'Archive', 'Report', 'Sweep', 'Move to', and 'Read'. A yellow banner states: 'Your browser supports setting Outlook.com as the default email handler... Try it now Ask again'. The email list on the left shows a selected email from 'tpe@fullerton.edu' with the subject 'Email Confirmation' and the preview text 'Hello Mentor Teacher, Welcome to Mul...'. The main content area displays the full email:

**Email Confirmation**

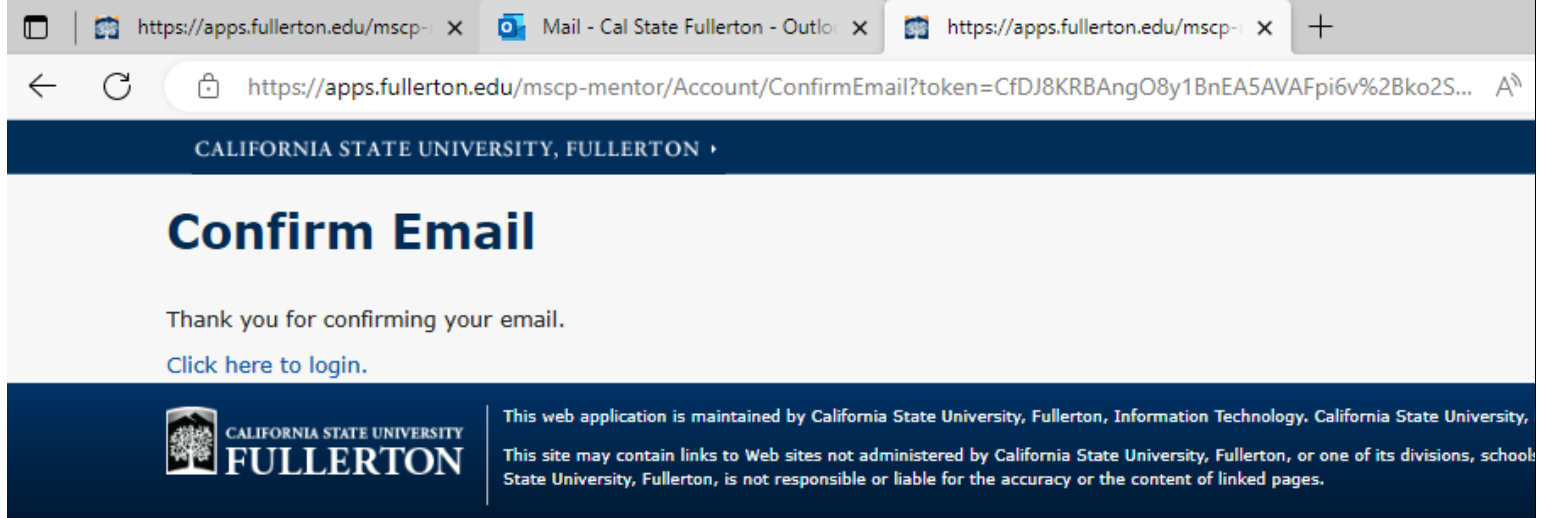
**tpe@fullerton.edu**  
To: You

Hello Mentor Teacher,

Welcome to Multiple Subject Credential Project (MSCP)  
Please copy and paste the following link in a new browser window or your email. Here is the link:  
<http://apps.fullerton.edu/mscp-mentor/Account/Confirm?token=CfDJ8KRBAngO8y1BnEA5AVAFpi6v%2Bko2SHSlth5qZ%2FXYLqc5FwrPlemd4qrgpCpA0NzQDosGUTQ4sqjdn3Uq0nOmjvMHIZk9%2BmhsIjMyjIgu%2FgleaCiRFAKE9oCEVpYCMyrhFgGdIFb7clGW%2BbFABTshDrygITJtGQLM8CbICH%2B801NnaCL2NrSXhpQ%3D%3D&email=calsta>

Thank you,  
MSCP

6. Copy and paste the link from the email into a new browser window. Once the email has been confirmed, proceed to login  
<https://apps.fullerton.edu/mscp-mentor>



The screenshot shows a web browser window with the following content:

- Browser tabs: <https://apps.fullerton.edu/mscp-mentor>, Mail - Cal State Fullerton - Outlook, <https://apps.fullerton.edu/mscp-mentor>
- Address bar: <https://apps.fullerton.edu/mscp-mentor/Account/ConfirmEmail?token=CfDJ8KRBAngO8y1BnEA5AVAFpi6v%2Bko2S...>
- Header: CALIFORNIA STATE UNIVERSITY, FULLERTON
- Section Header: **Confirm Email**
- Text: Thank you for confirming your email.
- Text: [Click here to login.](#)
- Footer: CALIFORNIA STATE UNIVERSITY FULLERTON logo and text: "This web application is maintained by California State University, Fullerton, Information Technology. California State University, Fullerton, is not responsible or liable for the accuracy or the content of linked pages."

## Mentor Login

1. Navigate to <https://apps.fullerton.edu/mscp-mentor>
2. Enter your credentials that were used in the registration form then press Login.

The screenshot shows a web browser window with the URL <https://apps.fullerton.edu/mscp-mentor/Account/Login?ReturnUr...>. The page header displays "CALIFORNIA STATE UNIVERSITY, FULLERTON" and a user greeting "Hello!". The main heading is "Mentor Teacher Login". Below this, there are two input fields: "Email" and "Password". A checkbox labeled "Remember me?" is present. A link for "Forgot Password" is also visible. The "Login" button is highlighted with a red rectangle. At the bottom, there is a link for "Create Mentor Account". The footer contains the California State University, Fullerton logo and a disclaimer: "This web application is maintained by California State University, Fullerton, Information Technology. California State University, Fullerton ©2023. All Rights Reserved. This site may contain links to Web sites not administered by California State University, Fullerton, or one of its divisions, schools, departments, units or programs. California State University, Fullerton, is not responsible or liable for the accuracy or the content of linked pages."

1. Navigate to <https://apps.fullerton.edu/mscp-mentor>

2. Enter your credentials that were used in the registration form then press Login.

EMAIL


PASSWORD

Remember me?

[Forgot Password](#)

**Login**

[Create Mentor Account](#)

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3. Fill out the Mentor Information form then click Update.

The screenshot shows a web browser window with the URL <https://apps.fullerton.edu/mscp-mentor/Mentor/info>. The page header identifies the user as 'Hello calstatefullerton@outlook.com!' and the page title as 'Multiple Subject Credital Program'. The form is titled 'Mentor Information' and contains the following fields and options:

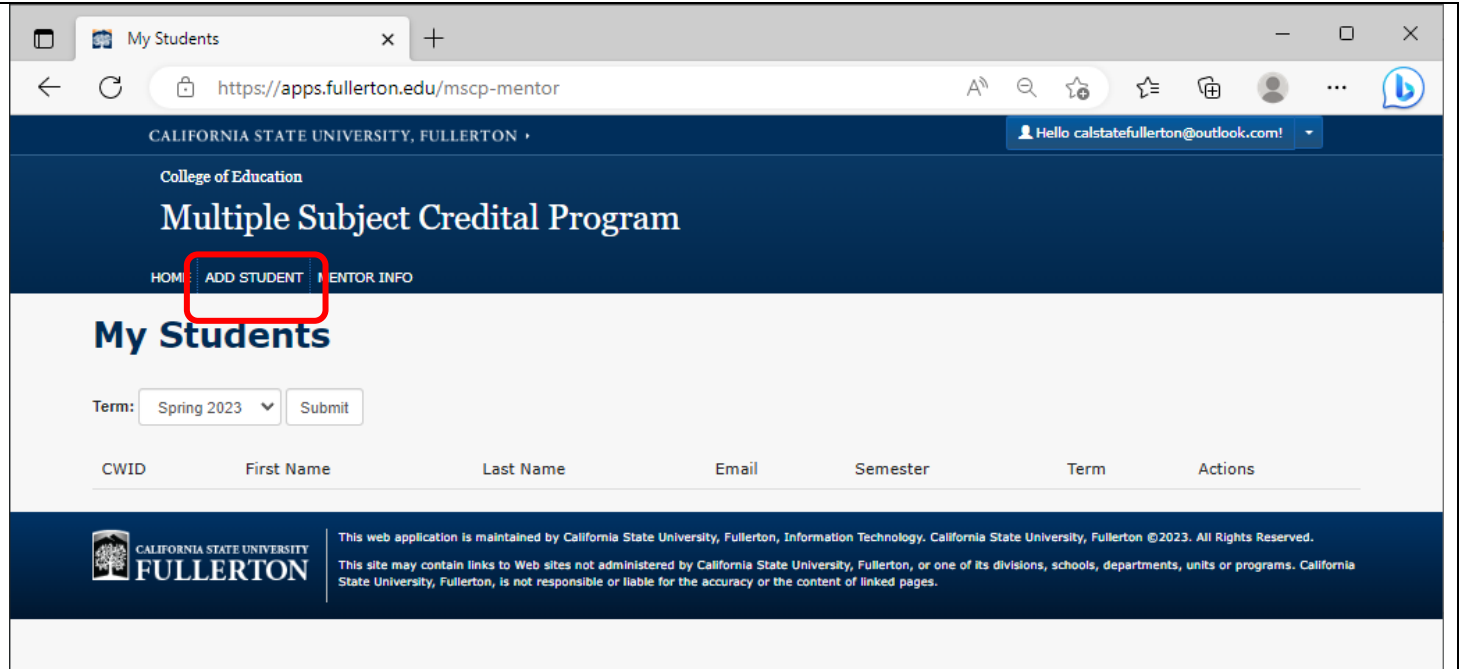
- First Name:** A text input field.
- Last Name:** A text input field.
- Please select your gender:** Radio buttons for Male, Female, Non-Binary, Self-Identified (with a text input field), and Decline to State.
- Please select your race:** Radio buttons for American Indian or Alaska Native, Asian, Black or African-American, Hispanic or Latino/a, Native American or Pacific Islander, White, and Decline to State.
- Are you a CSUF Alumni?:** Radio buttons for Yes and No.
- Phone Number:** A text input field containing the number 6572784731.
- School Name:** A text input field.
- School District:** A text input field.
- Update:** A blue button with white text, highlighted with a red rectangular box.

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## Add Student to My Students List

1. Click Add Student on the top navigation bar



My Students

https://apps.fullerton.edu/mscp-mentor

CALIFORNIA STATE UNIVERSITY, FULLERTON

College of Education

Multiple Subject Credential Program

HOME **ADD STUDENT** MENTOR INFO

My Students

Term: Spring 2023 Submit

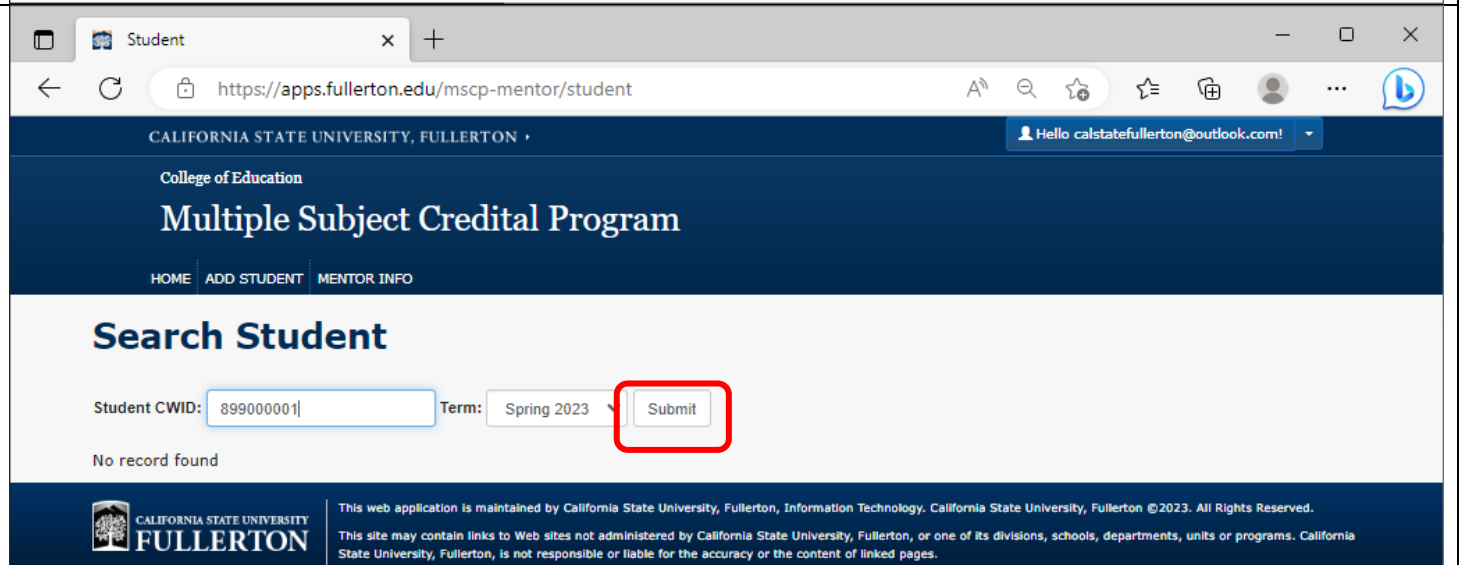
CWID	First Name	Last Name	Email	Semester	Term	Actions
------	------------	-----------	-------	----------	------	---------

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2. Enter the CWID of the student then click Submit



Student

https://apps.fullerton.edu/mscp-mentor/student

CALIFORNIA STATE UNIVERSITY, FULLERTON

College of Education

Multiple Subject Credential Program

HOME ADD STUDENT MENTOR INFO

Search Student

Student CWID: 899000001 Term: Spring 2023 Submit

No record found

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- 3. The student information will show below if there is a matching CWID.
- 4. Click Add This Student.

CALIFORNIA STATE UNIVERSITY, FULLERTON

College of Education

### Multiple Subject Credital Program

HOME | ADD STUDENT | MENTOR INFO

## Search Student

Student CWID:  Term:

CWID	First Name	Last Name	Email	Semester	Term	Action
899000001	Demo	Account	harry.potter@csu.fullerton.edu	Second Semester	Spring 2023	<a href="#">Add This Student</a>

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5. Click Add

The screenshot shows a web browser window with the following elements:

- Browser Tab:** Add Student
- Address Bar:** <https://apps.fullerton.edu/mscp-mentor/student/add?studentCwid=899000001&ter...>
- Page Header:** CALIFORNIA STATE UNIVERSITY, FULLERTON | Hello calstatefullerton@outlook.com!
- Page Sub-Header:** College of Education
- Main Title:** Multiple Subject Credital Program
- Navigation:** HOME | ADD STUDENT | MENTOR INFO
- Section Title:** Add Student
- Confirmation Text:** Are you sure you want to add this student?
- Student Details:**

CWID	899000001
Full Name	Account, Demo
Email	harry.potter@csu.fullerton.edu
Semester	Second Semester
Term	Spring 2023
- Action:** A blue button labeled "Add" is highlighted with a red rectangular box.
- Footer:** Back to List | CALIFORNIA STATE UNIVERSITY FULLERTON | This web application is maintained by California State University, Fullerton, Information Technology. California State University, Fullerton ©2023. All Rights Reserved. This site may contain links to Web sites not administered by California State University, Fullerton, or one of its divisions, schools, departments, units or programs. California State University, Fullerton, is not responsible or liable for the accuracy or the content of linked pages.

6. The student is now on your list of My Students

The screenshot shows a web browser window with the URL <https://apps.fullerton.edu/mscp-mentor>. The page header includes 'CALIFORNIA STATE UNIVERSITY, FULLERTON' and 'College of Education'. The main title is 'Multiple Subject Credential Program'. Below the title are navigation links: 'HOME', 'ADD STUDENT', and 'MENTOR INFO'. The user is logged in as 'Hello calstatefullerton@outlook.com!'. The main content area is titled 'My Students' and features a 'Term:' dropdown menu set to 'Spring 2023' with a 'Submit' button. Below this is a table with the following data:

CWID	First Name	Last Name	Email	Semester	Term	Actions
899000001	Demo	Account	harry.potter@csu.fullerton.edu	Second Semester	Spring 2023	<a href="#">Modify Evaluation</a>

At the bottom of the page, there is a footer with the California State University Fullerton logo and a disclaimer: 'This web application is maintained by California State University, Fullerton, Information Technology. California State University, Fullerton ©2023. All Rights Reserved. This site may contain links to Web sites not administered by California State University, Fullerton, or one of its divisions, schools, departments, units or programs. California State University, Fullerton, is not responsible or liable for the accuracy or the content of linked pages.'

## Modify Evaluation

1. Click Modify Evaluation

The screenshot shows a web browser window with the URL <https://apps.fullerton.edu/mscp-mentor>. The page header includes 'CALIFORNIA STATE UNIVERSITY, FULLERTON' and 'College of Education'. The main title is 'Multiple Subject Credital Program'. Below the title are navigation links: 'HOME', 'ADD STUDENT', and 'MENTOR INFO'. The section is titled 'My Students'. There is a 'Term:' dropdown menu set to 'Spring 2023' and a 'Submit' button. A table displays student information with columns for CWID, First Name, Last Name, Email, Semester, Term, and Actions. The 'Actions' column contains a 'Modify Evaluation' link for each student, which is highlighted with a red box in the original image.

CWID	First Name	Last Name	Email	Semester	Term	Actions
899000002	Demo	Account	harry.potter@csu.fullerton.edu	First Semester	Spring 2023	<a href="#">Modify Evaluation</a>
899000001	Demo	Account	harry.potter@csu.fullerton.edu	Second Semester	Spring 2023	<a href="#">Modify Evaluation</a>

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2. Click Add new to start a new evaluation

CALIFORNIA STATE UNIVERSITY, FULLERTON

College of Education

## Multiple Subject Credital Program

HOME | ADD STUDENT | MENTOR INFO

### Candidate Evaluation Records - Mentor Teacher

Understanding how to use this page:

- **Beginning a new evaluation** - If you are starting an evaluation for the first time, click on the link marked as "Add New" across from the evaluation listed below you want to complete, and proceed. At the end you will be given the option to "save for later" to be able to go back in and make changes at a later date, or you can "confirm and submit" the evaluation to email as complete.
- **Re-entering a saved evaluation** - If you saved the evaluation for later you will see "Pending" listed across from the evaluation on the status list. Click on the link and you will be able to go back in to review or revise your evaluation.
- **Completing evaluations** - When you confirm and submit your evaluation a copy will be emailed to you and the candidate. Once submitted, the evaluation is marked as "complete" on the status list and no revisions can be made. If you need an additional copy you can choose to have another copy emailed to you or print another copy by clicking the link for email or print.

Mentor Teacher:	Test, Test
Candidate's CWID:	899000002
Candidate's Name:	Account, Demo
Candidate's Start Term:	Spring 2023

Evaluation Placement ( Spring 2023 )	
Evaluation Type	Mentor Teacher Status
Language Arts Program - Primary Grade Mentor Teachers	<a href="#">Add new</a>   <a href="#">Email</a>   <a href="#">Print</a>
Fieldwork Evaluation	<a href="#">Add new</a>   <a href="#">Email</a>   <a href="#">Print</a>
Student Teaching Evaluation (5 week placement)	<a href="#">Add new</a>   <a href="#">Email</a>   <a href="#">Print</a>

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3. Insert the Grade Level of the Student and Click Update

The screenshot shows a web browser window with the URL <https://apps.fullerton.edu/mscp-mentor/Evaluation/GradeLevel?userEvaluationId=1...>. The page header includes "CALIFORNIA STATE UNIVERSITY, FULLERTON" and "College of Education". The main title is "Multiple Subject Credential Program". Below the title are navigation links: "HOME", "ADD STUDENT", and "MENTOR INFO". The page content is titled "Grade Level" and displays the following information:

Mentor Teacher:	Test, Test
Candidate's CWID:	899000002
Candidate's Name:	Account, Demo
Candidate's Start Term:	Spring 2023

Below this information are three input fields:

- District:** Test
- School:** Hogwarts
- Grade Level:** K

The "Update" button is highlighted with a red box.

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4. Fill out the section of the evaluation.
5. Click here to expand the directions.

College of Education  
**Multiple Subject Credential Program**  
 HOME | ADD STUDENT | MENTOR INFO

## Pending

▼ Candidate Information

Mentor Teacher:	Test, Test
Candidate's CWID:	899000002
Candidate's Name:	Account, Demo
Candidate's Start Term:	Spring 2023

► **Directions**

1 KCS    2 RRP    3 PDR    4 CMT    5 Review    6 Confirm

### KNOWLEDGEABLE AND COMPETENT SPECIALISTS

		Unacceptable 1	Developing 2	Acceptable 3	Exemplary 4
CL1	The candidate demonstrates curiosity and interest in learning more about students and content areas.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CL2	The candidate takes initiative in practicing skills for working with small and large groups.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CL3	The candidate readily participates in classroom routines.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
UOL1	The candidate is diligent in appropriate and correct use of oral and written language.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

\* All fields are required!

**Save**

\* The input will be saved when you move forward to the next page.  
 \* Press the save button before navigating to a different page or you may lose your work!

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- 6. Fill out the entire section of the evaluation
- 7. Remember to click Save before navigating to a different part of the evaluation.

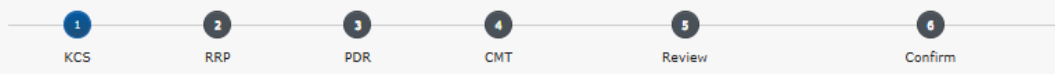
Directions

The Multiple Subject Program's mission is to graduate candidates who are: Knowledgeable & Competent Specialists; Reflective & Responsive Practitioners; and Committed & Caring Professionals. To successfully reach these outcomes we believe that candidates must possess particular dispositions toward teaching and learning. This evaluation is intended to measure candidates' behaviors and effort toward demonstrating these dispositions. The disposition ratings will serve as an indicator of the candidate's potential for succeeding in student teaching and reaching outcome goals.

Based on your observations and work with the candidate during their fieldwork placement, please rate the candidate's behavior and effort toward meeting the disposition indicators for each outcome goal.

Each disposition indicator should be rated using the following criteria:

1 = Unacceptable
Few to no examples of candidate behavior that exemplify the disposition description. Little to no evidence of consistency over time in demonstrating effort toward meeting indicator.
2 = Developing
Some examples of candidate behavior that exemplifies the disposition description. Limited evidence of consistency over time in demonstrating effort toward meeting indicator.
3 = Acceptable
Multiple indicators of candidate behavior that matches the disposition description. Adequate evidence of consistency over time in demonstrating effort toward meeting the indicator.
4 = Exemplary
Extensive indicators of candidate behavior that exemplifies the disposition description. Substantial evidence of consistency over time in demonstrating effort toward meeting the indicator.



KNOWLEDGEABLE AND COMPETENT SPECIALISTS

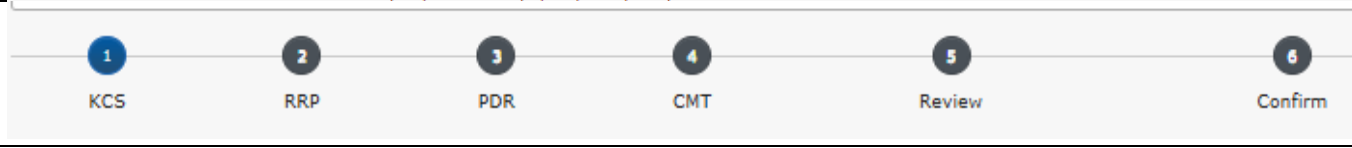
		Unacceptable 1	Developing 2	Acceptable 3	Exemplary 4
CL1	The candidate demonstrates curiosity and interest in learning more about students and content areas.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CL2	The candidate takes initiative in practicing skills for working with small and large groups.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CL3	The candidate readily participates in classroom routines.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
UOL1	The candidate is diligent in appropriate and correct use of oral and written language.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

All items are required!

**Save**

\* The input will be saved when you move forward to the next page.  
 \* Press the save button before navigating to a different page or you may lose your work!

- 8. The Progress Bar displays the number of sections needed to complete the evaluation with a circled number and



code below. To navigate to the next section, click on a circled number below.

- The Review section will display your saved input. You may go back and edit the evaluation.

The screenshot shows a web browser window with the URL <https://apps.fullerton.edu/mscp-mentor/evaluation/Review?UserEvaluationId=1&qu...>. The page is titled "Multiple Subject Credential Program" and "Final Review".

**Candidate Information**

Mentor Teacher:	Test, Test
Candidate's CWID:	899000002
Candidate's Name:	Account, Demo
Candidate's Start Term:	Spring 2023

**Directions**

Progress indicator: 1 KCS, 2 RRP, 3 PDR, 4 CMT, 5 Review, 6 Confirm.

**FINAL REVIEW**

Knowledgeable and Competent Specialists (KCS)		Score
CL1	The candidate demonstrates curiosity and interest in learning more about students and content areas.	2
CL2	The candidate takes initiative in practicing skills for working with small and large groups.	3
CL3	The candidate readily participates in classroom routines.	4
UOL1	The candidate is diligent in appropriate and correct use of oral and written language.	4
KCS Average		3,25

[Edit KCS](#)

Reflective and Responsive Practitioners (RRP)		Score
Attention to Diversity:	The candidate values multiple aspects of diversity. He or she respects children and adults of varied cultural backgrounds, ethnicities, religions, sexual orientations, social classes, abilities, political beliefs, and disabilities.	2
Collaboration:	The candidate takes advantage of opportunities to communicate and/or work with professional colleagues and other adults.	3
Feedback:	The candidate is receptive and responsive to professional feedback incorporating suggestions into practice. He or she is willing to consider multiple perspectives of his or her own performance.	3
Self-Reflection:	The candidate reflects on and evaluates his or her own behavior and work. The candidate is willing and able to recognize difficulties or deficiencies and begins to develop potential solutions.	3

[Edit RRP](#)

Professional Demeanor and Responsibility (PDR)

PDR1	The candidate is prompt, is not unnecessarily absent, notifies appropriate individuals when absence is necessary, completes assignments on time, and follows through on commitments.	3
PDR2	The candidate dresses appropriately for the situation and wears appropriate attire for teachers in the school.	3
PDR3	The candidate is poised and professional in his or her demeanor and communication with others.	3
Professional Growth:	The candidate seeks out and takes advantage of opportunities for professional growth beyond the minimum expectations of what is required in classes (e.g., attends faculty meetings, workshops, parent meetings, visits other classrooms, etc.)	3
PDR Average		3.00

[Edit PDR](#)

Comments (CMT)

Answer

Please use this space to supplement the above ratings with additional information about the candidate's particular strengths. Please also comment on any areas in which the candidate may need additional development.

Test

[Edit CMT](#)

# of Unacceptable:	0
Total Average:	3.00
Grade:	CR

CR : >= 2-4

NC : < 2

\* All fields are required!

[Continue](#)



10. The Confirm section of the evaluation will allow you to submit the evaluation. Click Submit

The screenshot shows a web browser window with the URL <https://apps.fullerton.edu/mscp-mentor/evaluation/confirmation?questionnaireCod...>. The page header includes "CALIFORNIA STATE UNIVERSITY, FULLERTON" and "College of Education". The main title is "Multiple Subject Credital Program". Below the title are navigation links: "HOME", "ADD STUDENT", and "MENTOR INFO".

The main content area is titled "Confirmation" and contains a table with the following information:

Candidate Information	
Mentor Teacher:	Test, Test
Candidate's CWID:	899000002
Candidate's Name:	Account, Demo
Candidate's Start Term:	Spring 2023

Below the table is a progress bar with six steps: 1 KCS, 2 RRP, 3 PDR, 4 CMT, 5 Review, and 6 Confirm. Step 6, "Confirm", is highlighted with a blue circle.

The text below the progress bar reads: "YOU CHOSE TO CONFIRM THIS VERIFICATION FORM!". It includes instructions: "Once you confirm this evaluation, you will not be able to edit or change your evaluation results. After you submit the form, an email will be sent to you and the candidate for your records." and "If you are not sure you want to confirm this evaluation, click the Review Page to review the results again." A "Submit" button is highlighted with a red box.

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11. Evaluation has been submitted.

The screenshot shows a web browser window with the following elements:

- Browser Tab:** "Email Confirmation"
- Address Bar:** "https://apps.fullerton.edu/mscp-mentor/Evaluation/EmailConfirmation?Questionnai..."
- Header:** "CALIFORNIA STATE UNIVERSITY, FULLERTON" and a user profile "Hello calstatefullerton@outlook.com".
- Page Title:** "College of Education Multiple Subject Credential Program"
- Navigation:** "HOME", "ADD STUDENT", "MENTOR INFO"
- Main Content:**
  - Section Header:** "Email Confirmation"
  - Text:** "Email Confirmation. This evaluation form has been sent by email. You can also print the verification form here for your record."
  - Link:** "Return to Candidate Evaluation Records | Print"
- Footer:** "CALIFORNIA STATE UNIVERSITY FULLERTON" logo and text: "This web application is maintained by California State University, Fullerton, Information Technology. California State University, Fullerton ©2023. All Rights Reserved. This site may contain links to Web sites not administered by California State University, Fullerton, or one of its divisions, schools, departments, units or programs. California State University, Fullerton, is not responsible or liable for the accuracy or the content of linked pages."

## Reset Password

1. Navigate to <https://apps.fullerton.edu/mscp-mentor>
2. Click the Forgot Password link.

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### Mentor Teacher Login


Email

Password

Remember me?

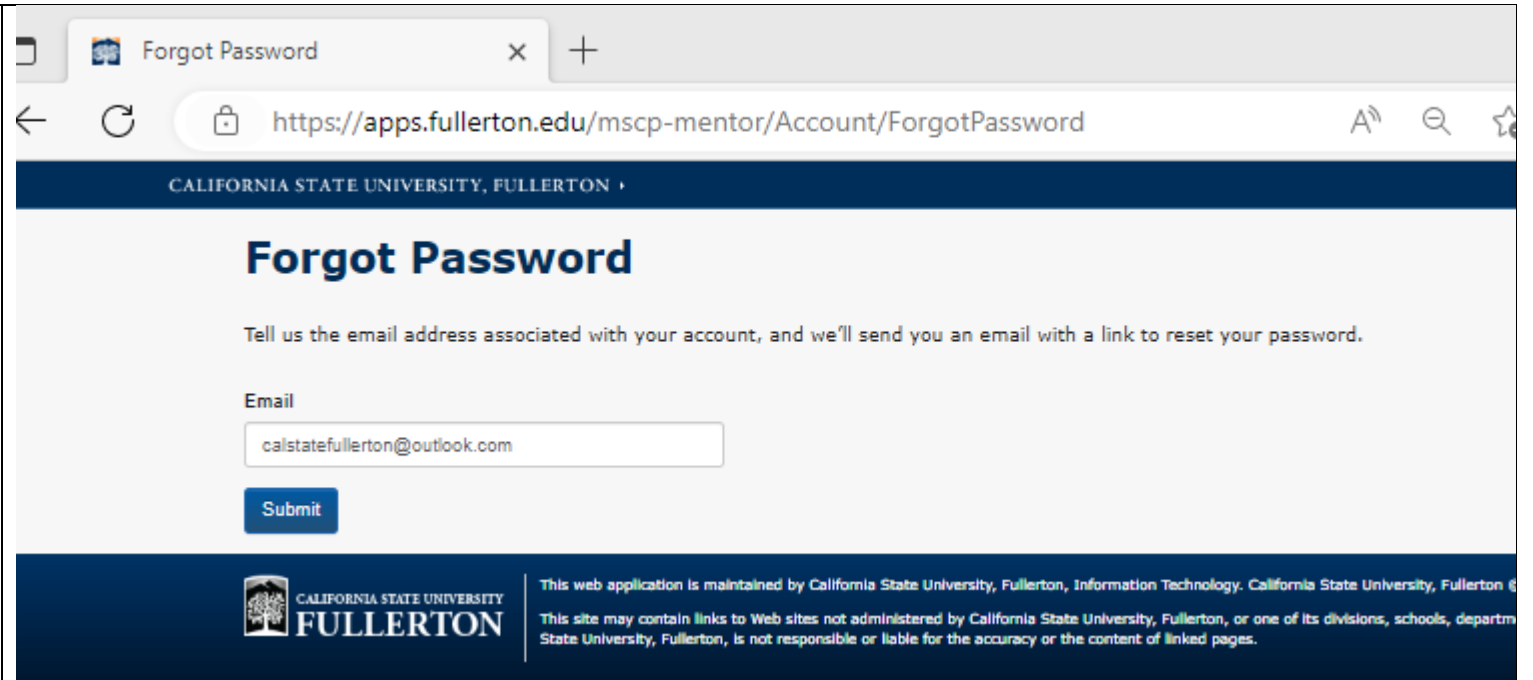
[Forgot Password](#)

[Create Mentor Account](#)

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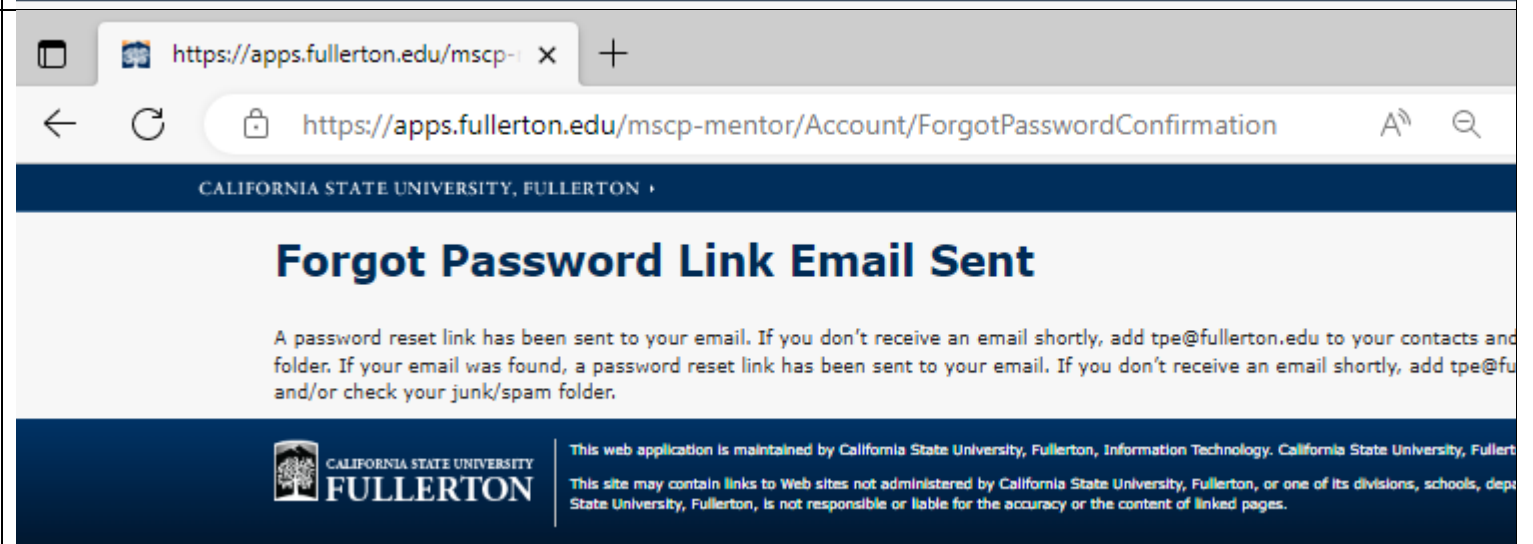
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3. Enter your email and click Submit.



The screenshot shows a web browser window with the address bar displaying <https://apps.fullerton.edu/mscp-mentor/Account/ForgotPassword>. The page header includes the California State University, Fullerton logo and name. The main heading is "Forgot Password". Below the heading, a message states: "Tell us the email address associated with your account, and we'll send you an email with a link to reset your password." There is an "Email" label above a text input field containing "calstatefullerton@outlook.com". A blue "Submit" button is located below the input field. At the bottom, there is a footer with the university logo and a disclaimer: "This web application is maintained by California State University, Fullerton, Information Technology. California State University, Fullerton © This site may contain links to Web sites not administered by California State University, Fullerton, or one of its divisions, schools, departments. California State University, Fullerton, is not responsible or liable for the accuracy or the content of linked pages."

4. Forgot Password Link Email Sent. Check your email.



The screenshot shows a web browser window with the address bar displaying <https://apps.fullerton.edu/mscp-mentor/Account/ForgotPasswordConfirmation>. The page header includes the California State University, Fullerton logo and name. The main heading is "Forgot Password Link Email Sent". Below the heading, a message states: "A password reset link has been sent to your email. If you don't receive an email shortly, add tpe@fullerton.edu to your contacts and folder. If your email was found, a password reset link has been sent to your email. If you don't receive an email shortly, add tpe@fullerton.edu to your contacts and/or check your junk/spam folder." At the bottom, there is a footer with the university logo and a disclaimer: "This web application is maintained by California State University, Fullerton, Information Technology. California State University, Fullerton © This site may contain links to Web sites not administered by California State University, Fullerton, or one of its divisions, schools, departments. California State University, Fullerton, is not responsible or liable for the accuracy or the content of linked pages."

5. Copy and paste the link to a new browser window.

The screenshot shows the Outlook web interface in a browser. The address bar displays the URL: <https://outlook.live.com/mail/0/inbox/id/AQQkADAwATMwMAItNTIIYy1IMzJk...>. The Outlook logo and a search bar are visible at the top. Below the navigation bar, there is a yellow notification banner: "Your browser supports setting Outlook.com as the default email handler... Try it now Ask again later Don't". The main content area shows an email from "tpe@fullerton.edu" with the subject "Reset Password" and the body text: "Hi {FirstName}, A password reset request was made for your mentor account. Here is your reset password link: http://apps.fullerton.edu/mscp-mentor/Account/ResetPassword?token=CfDJ8KRBAngO8y1BnEA5AVAFpi6YNk1Mcc%2B3JaCqJ8vNhHqhTi%2BHnWgr0fciRjzu%2FBgTz1AJirnO7u9Hgj03ialEyEYVn0KaUwoX0zVdEF3jYpoh8MvnlLrZfQ002E%2FNaarY7GM9bcC4a0ZbfTHS1BR2tBzjTDcHDcypFpEUoEAlqHj%2F5E4q4yWmrdywq%2FvtGOB3%2BkPNwZDRrXx%2BiwbAfKtFiOYRSnHqnLDZfyrvhm1x%2FPSb&email=calstatefullerton@outlook.com". The email is signed "Thank you, MSCP".

Outlook

Home View Help

New mail

Your browser supports setting Outlook.com as the default email handler... Try it now Ask again later Don't

Focused Other Filter

tpe@fullerton.edu  
Reset Password 3:04 PM  
Hi {FirstName}, A password reset requ...

Reset Password

tpe@fullerton.edu  
To: You Fri 4/7/2023 3:04 PM

Hi {FirstName},

A password reset request was made for your mentor account. Here is your reset password link:

<http://apps.fullerton.edu/mscp-mentor/Account/ResetPassword?token=CfDJ8KRBAngO8y1BnEA5AVAFpi6YNk1Mcc%2B3JaCqJ8vNhHqhTi%2BHnWgr0fciRjzu%2FBgTz1AJirnO7u9Hgj03ialEyEYVn0KaUwoX0zVdEF3jYpoh8MvnlLrZfQ002E%2FNaarY7GM9bcC4a0ZbfTHS1BR2tBzjTDcHDcypFpEUoEAlqHj%2F5E4q4yWmrdywq%2FvtGOB3%2BkPNwZDRrXx%2BiwbAfKtFiOYRSnHqnLDZfyrvhm1x%2FPSb&email=calstatefullerton@outlook.com>

Thank you,  
MSCP



6. Enter a new password and confirm.

Reset Password

https://apps.fullerton.edu/mscp-mentor/Account/ResetPassword

CALIFORNIA STATE UNIVERSITY, FULLERTON

## Reset Password

New Password

Confirm Password

Reset Password

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7. You have successfully reset your password.

https://apps.fullerton.edu/mscp-mentor/Account/ResetPasswordConfirmation

CALIFORNIA STATE UNIVERSITY, FULLERTON

## Reset Password Confirmation

You have successfully reset your password.

[Click here to login](#)

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