Quick Start Guide

Students

Logging in

1. Navigate to MyBackPack and choose ClassPass or in a web browser type the URL: http://www.afpls.org/class
2. Select your grade level

Select the school level you currently attend to get started now:

- Elementary School
- Middle School
- High School

3. Depending on the resource you select, different log in criteria are required. Look above the resource to read the log in requirements for the resource you select. For example:

Requires user to login with STUDENT ID and PIN | PIN for APS non-charter schools is student’s lunch number. PIN for APS charter schools is student’s birthday in MMDD format.
Changing PIN (password)

Your PIN is your lunch ID number. You should never use the Forgot PIN option, as your lunch ID will always remain the same. **Note:** if you ever change your PIN, it will always be reset to your lunch ID number.

**Employees**

Logging In

1. Navigate to MyBackPack and choose *ClassPass* or in a web browser type the URL: [http://www.afpls.org/class](http://www.afpls.org/class)
2. Select *Employees Only*

3. Depending on the resource you select, different log in criteria are required. Look above the resource to read the log in requirements for the resource you select. For example:

    Requires user to login with STUDENT ID and PIN | PIN for APS non-charter schools is student’s lunch number. PIN for APS charter schools is student’s birthday in MMDD format.
Logging in from main Atlanta Fulton County Library Page

1. Click **Books & Materials**

2. Select **My Account**

   Library Card Number: 
   PIN: 

   **Register for a Library Card**

   **Forgot my PIN** 
   **Log In**

3. Login with your Lawson number & “changeme”
   a. Library Card Number = Your 6-digit Lawson Number
   b. PIN= “changeme” (all lowercase)

4. You are able to search for resources by typing your search criteria in the search box and clicking search.
Changing your PIN

Your default pin is “changeme”. You may continue to use this pin or choose to change it. Once you change your pin, you will only be able to reset it by clicking the “Forgot my PIN” option.

1. Click *Books & Materials*

2. Select *My Account* and click *Forgot my PIN*

   Library Card Number:  
   PIN:  

   **Register for a Library Card**
   
   **Forgot my PIN**

3. Type your Library Card Number (Lawson Number) and click Submit.

   **Change PIN**

   Library Card Number:  

4. Fulton County Library services will email you a link to reset your PIN. Click the link and enter your new PIN.