Login Instructions for School Dude
Facilities Management

1) Please click on the [School Dude] icon on the Facilities Management homepage
   or visit www.myschoolbuilding.com/myschoolbuilding/myorganization.asp

2) Enter the following organization number 577373601. Click “Submit Organization”
   button

3) Enter your email address and click “Submit”

   New Users

4) Enter your last name and click “Submit”

5) Complete your contact information and click “Submit”

   New and Repeat Users

6) Complete all requested fields (most are pull-down menus)

7) Enter the “Submittal Password” (schooldude) and click “Submit”

If you have questions or need additional assistance, please contact
Facilities Management | 217.