

# Highline Passwords

(more technology information available on ThunderNet <http://helpdesk.highline.edu/> )

**Employee ID** (EID can also be used as SID) ~ begins with 880 ~ provided by HR ~~~ **Forgot your EID??** Call Human Resources (HR) ext. 3812

Application	Link	PIN/Password	How to change	Forgot PIN/Password ?
Employee Earnings and Leave	<a href="https://sec.highline.edu/wts/earnings/">https://sec.highline.edu/wts/earnings/</a>	PIN: 6 digit number in letter received from HR	log in to Earnings and Leave application <a href="https://sec.highline.edu/wts/earnings/">https://sec.highline.edu/wts/earnings/</a>	PIN: Call HR ext. 3812
Instructor Briefcase	<a href="https://sec.highline.edu/wts/ibc/">https://sec.highline.edu/wts/ibc/</a>	same	same	same
Employee Time Card	<a href="https://sec.highline.edu/wts/employee/timecard/EmployeeStart.asp">https://sec.highline.edu/wts/employee/timecard/EmployeeStart.asp</a>	same	same	same
Supervisor: find employee time card	<a href="https://sec.highline.edu/wts/employee/timecard/SuperStart.asp">https://sec.highline.edu/wts/employee/timecard/SuperStart.asp</a>	same	same	same
R25 (room scheduling)	<a href="http://schedule.highline.edu">http://schedule.highline.edu</a>	PW: Created by user	Login to change password	PW: Contact Cathy Cartwright ext. 3339
Register for classes (you must apply to Highline first to get PIN)	<a href="https://sec.highline.edu/wts/student/webreg">https://sec.highline.edu/wts/student/webreg</a>	PIN: default is your birthdate e.g. May 7, 1976 would be 050776.	<a href="https://sec.highline.edu/wts/student/waci008.asp">https://sec.highline.edu/wts/student/waci008.asp</a>	PIN: Contact Admissions ext. 3181
Computers:  Office desktop IC lab/Novel I MIDS and LTC	n/a	New employees: email <a href="mailto:helpdesk@highline.edu">helpdesk@highline.edu</a> from your Highline account or call x4357 from your office phone to get initial password	<a href="https://myinfo.highline.edu/MyInfo/">https://myinfo.highline.edu/MyInfo/</a>	PW :email <a href="mailto:helpdesk@highline.edu">helpdesk@highline.edu</a> from your Highline account or call x4357 from your office phone
Online applications:  Instructor schedule ~ Email ~ Angel~ MyInfo~ Entry Codes~ Elections Evaluations~ web authoring~ ThunderNet Password protected documents	various	same	<a href="https://myinfo.highline.edu/MyInfo/">https://myinfo.highline.edu/MyInfo/</a>	same