

Volunteer Public School Works How To Guide

Elk Grove Unified School District



Creating a New Account

Go to: <https://shorturl.at/QBHEV>



Account Login

User created Username/Password Login

If you have an account, login under the "Returning User Login" section below. Otherwise, register for a PSW account by clicking the link under the "New User" section.

Note: When creating a password, Do NOT use an apostrophe. You will not be able to login if your password includes an apostrophe.

Call 866-724-6650, option 1, to talk to a live person at the help desk.

Returning User Login

User Name

Password Passwords are case sensitive

Login

[Click here](#) to reset your password

New User

[Click here](#) to register

Select this →

Fill out the information

Fill out your First Name
Fill out your Last Name

Put your email address

Make sure to select **Volunteer**

Select your School site or department you are volunteering for

Leave blank

Create Account

To create an account, enter your information below.

First Name: e.g. John

Last Name: e.g. Smith

Email Address/Username: Enter your email address.

Site / Location: Choose the location associated with your primary occupation.

Primary Occupation: Choose the category that best fits your primary occupation.

Secondary Occupation: Choose a category if you have a second job with this employer.

By creating an account, you agree to PublicSchoolWORKS' [Terms of Use and Privacy Policy](#)

An email has been sent to **Your Email** with instructions to create a password for this account.

Your username will be: **Your Email**

Once you have successfully created a password, please use the login screen by clicking the button below.

Haven't received an email?

Try the following:

- Search your emails for a message from "works-noreply@appmail.publicschoolworks.com"
- Check your SPAM or JUNK folders
- Add "works-noreply@appmail.publicschoolworks.com" to your email contacts

Still having trouble?


Please reach out to our help center: **866-724-6650, option 1,**

Click here

Return to Login Screen

You'll receive an email that looks like this:

 WORKS <WORKS-noreply@appmail.publicschoolworks.com> 
To: **Your Email** Fri 6/26/2026 12:58 PM

 Retention: EGUSD Default Email Retention Policy - 3 Years (3 years) Expires: Mon 6/25/2029 12:58 PM

You don't often get email from works-noreply@appmail.publicschoolworks.com. [Learn why this is important](#)

CAUTION – EXTERNAL SENDER

An account has been created for you at PublicSchoolWorks! Please click on the link below to create a password for your account.

<https://www.publicschoolworks.com/Pages/resetPassword.php?di=10574&dia=svskj&reqid=904a859b-dc19-472a-bbbf-415e826b72d1>

This password link expires after 24 hours. Additionally, passwords are case sensitive.

Password Rules

- At least 12 characters
- At least one number
- At least one uppercase and one lowercase letter
- At least one symbol

If you need additional help, please call us at 866-724-6650, option 1, any time, any day.

*** This is an automated message. (US) ***

Click
This

Update your password



Change Password

Password Rules

To keep your account and district safe, please use a secure password that meets the following rules

✘ At least 12 characters

✘ At least one number

✘ At least one uppercase and one lowercase letter

✘ At least one symbol

User name:

Your Email

New password:

Confirm password:

Reset Password

Your password has been reset successfully!

Click Here



To Login Screen

Logging Into Account



Account Login

Click Here



User created Username/Password Login

If you have an account, login under the "Returning User Login" section below. Otherwise, register for a PSW account by clicking the link under the "New User" section.

Note: When creating a password, Do NOT use an apostrophe. You will not be able to login if your password includes an apostrophe.

Call 866-724-6650, option 1, to talk to a live person at the help desk.

Returning User Login

User Name

Your Email

Password

Passwords are case sensitive

.....

Login

[Click here](#) to reset your password










New User

[Click here](#) to register

My Safety Portal

Select:
Staff
Training



 Staff Training	 Safety Document Library	 Staff Accident Management Inactive	 Hazard & Near-Miss Reporting Inactive	 Staff Conduct Reporting Inactive
 Chemical Safety Hotline Inactive	 Chemical SDS Binder Inactive	 Compliance Task Management Inactive	 Vehicle Accident Management Inactive	 EZmaint Inactive
 Student Bullying Reporting Inactive	 Student Safety Reporting Inactive	 Student Accident Management Inactive	 Student Behavior Management Inactive	 ITassist Inactive

Please verify / update your login information.

First Name <input type="text" value="Your Name"/>	Primary Occupation <input type="text" value="Volunteer"/>
Last Name <input type="text" value="Your Name"/>	Secondary Occupation <input type="text" value="---- please select (if applicable) ----"/>
Click here if you are not Elena Duenas	Site / Location: <input type="text" value="District Office"/>
Email Address <input type="text" value="Your Email"/>	<input type="button" value="CLICK HERE when correct"/> <input type="button" value="Click Here"/>

Enroll in Courses



Available Courses

[Help](#)

Select a catalog:

[Click here](#) to print brief descriptions of all available courses.

Click Enroll for both courses

- o Your Course List
- o Your Transcript
- o Your Login Info
- o Available Courses**

Cat. No.	Crs. No.	Course Title	Enroll	Lang	State Specific	Requires Approval	Rated Minutes	Type	Info	catid	cid
M-1021	M-1126	Child Abuse and Neglect Reporting — Training for Volunteers in California	Enrolled	E,S	Yes		35	Online (SCORM)	Info	62656	31398...
M-1021	C-001	EGUSD Volunteer Code of Conduct	Enroll	E			5	HTML5	Info	62656	32557...

Complete the following courses

Search:

Cat. No.	Crs. No.	Course Title	Enroll	Lang ?	State Specific	Requires Approval	Rated Minutes	Type	Info	catid	cid
M-1021	M-1126	Child Abuse and Neglect Reporting — Training for Volunteers in California	Enroll	E,S	Yes		35	Online (SCORM)	Info	62656	31398...
M-1021	C-001	EGUSD Volunteer Code of Conduct	Enroll	E			5	HTML5	Info	62656	32557...

If your course list is empty and you've been told that you have training to complete, please use the latest version of Chrome

[Help](#)

Your Course List

Your Name

Below are the courses in which you are currently enrolled and have not yet completed.

Click Start to begin course


MY PROGRESS

Period	Personal Completion Status (Rated Minutes)
Current Active Training	0%
Year To Date	0%

- Menu
- Your Course List
 - Your Transcript
 - Your Login Info
 - Available Courses

Current Training

Sorting Options: [Due Date](#) | [Length](#) | [Title](#) | [Course No.](#)

 Withdraw	Child Abuse and Neglect Reporting — Training for Volunteers in California 35 minutes	Due Date: N/A Why Listed: You Enrolled Languages: English Spanish	Course No. M-1126 Course Information
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Print your certificate of completion

Course Completion Results

Notice
Name: **Your Name**
Course Title: EGUSD Volunteer Code of Conduct

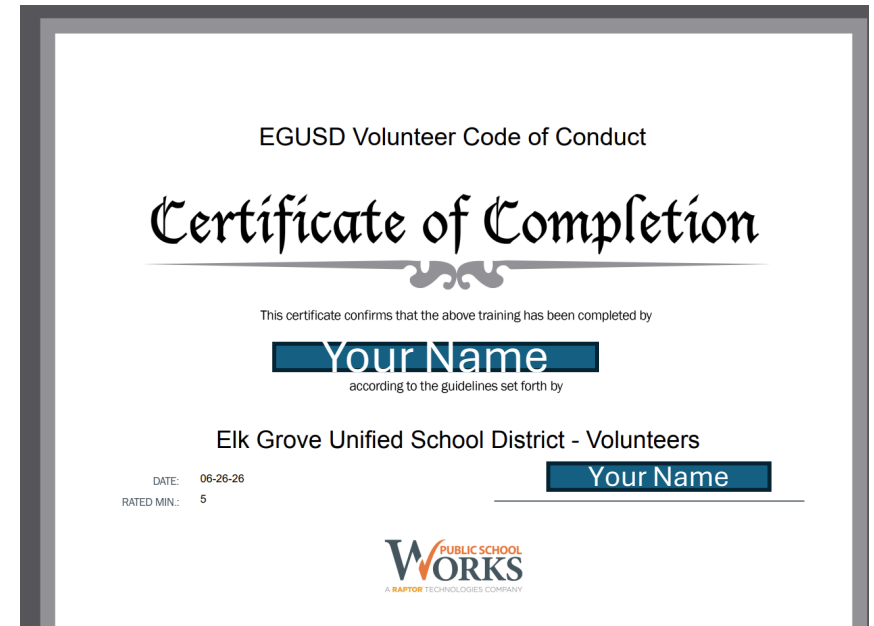
Test Results
Requirement: You must achieve a score of at least 70%
Your Score: 100%

FINAL RESULTS
Course Grade: **Passed**
Grade Date: 06-26-26 01:28 PM

Congratulations, you have completed all requirements for this course. A record of your accomplishment has been added to your transcript.

[Get your certificate](#)

[Leave course](#)



Email your certificates to:

VolunteerClearance@egusd.net

Once processed, you will receive next steps.