

**To the Parents/Guardians in District 196 that currently do not have a Schoology Parent Account:**

This school year all students in grades 4-12 will be using Schoology in their daily work. This learning management platform provides a digital space for teachers to communicate information and share resources with students and their parents or guardians.

Schoology acts as a hub connecting existing tools such as Google Drive (Collab) with a variety of software applications, ultimately providing students with the flexibility of completing their work in hardcopy or digitally online. The goal of this transition to Schoology is to provide a single, consistent platform districtwide that offers robust features for teachers, students and families.

We are very excited by the feedback on how this new technology is affecting the classroom environment. Students have found greater accessibility to a variety of resources for school work and teachers are discovering more effective ways to communicate with students about their individual needs.

In an effort to support our students' educational goals, we are asking parents/guardians to take advantage of what Schoology can offer in the home environment as well. Schoology puts important information at your fingertips.

**With your Parent Schoology Account, you can:**

- ✓ Help students stay on task with a calendar of past and upcoming events and assignments.
- ✓ Stay informed on overdue assignments, recent grade changes and/or new course or group enrollments.
- ✓ Set up a daily or weekly subscription to the Schoology Parent Email Digest for a brief overview of your child's courses.

### Getting Started with your Parent Schoology Account

1. Go to [www.Schoology.com](http://www.Schoology.com)
2. Click on **Register or Login**
3. Click on **Register for Schoology Learning**
4. Click on **Parent**
5. Enter the **Access Code** for your student. [This can be found on your Infinite Campus Portal](#) under the Schoology Tab
6. Click on **Continue**
7. Enter **YOUR** personal Information in the additional fields
8. Click on **Register**

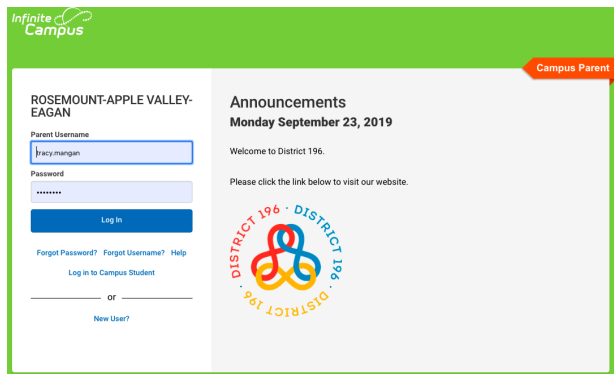
**For more detailed instructions on setting up your new Parent Schoology account, or adding more students to your existing Schoology Account, visit our website at:**

<https://www.district196.org/academics/digital-learning/11-ipad-parent-resources/schoology-support>

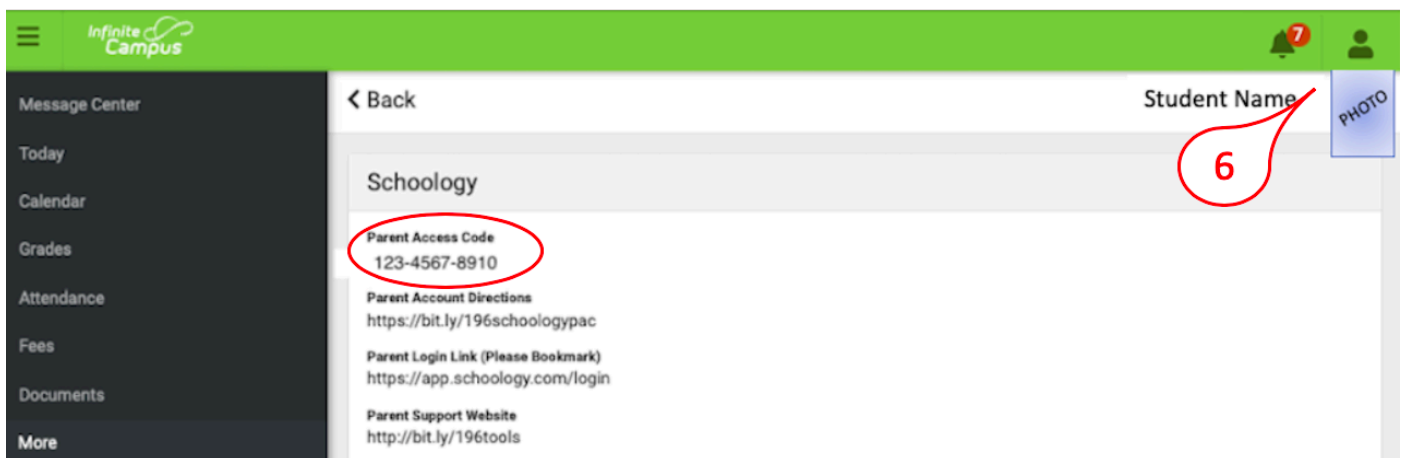
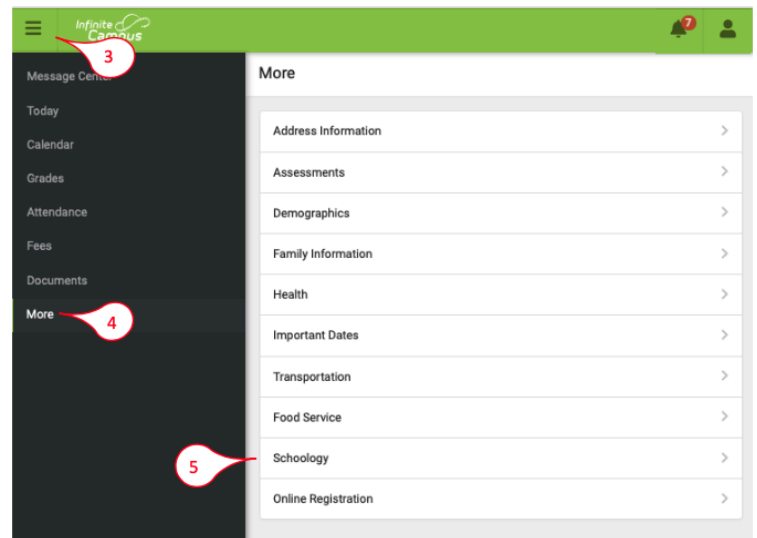
# Schoology Parent Access Codes are now Available in Infinite Campus!

## Where can I find my Schoology Parent Access code?

1. Login to your Infinite Campus Account via the following URL address:  
<https://district196mn.infinitecampus.org/campus/portal/parents/district196.jsp>
2. Enter your username and password then click **Log In**

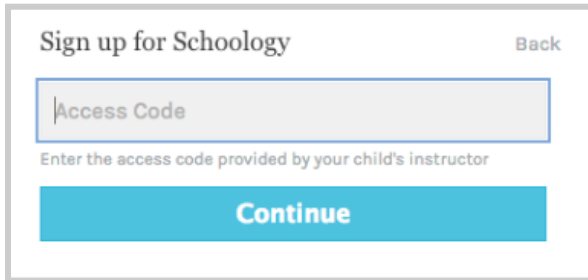
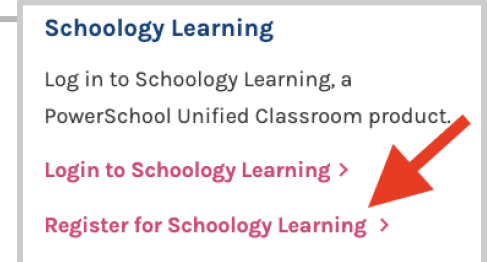


3. Click on the **Three Lines** in the Upper Left Corner of the Screen
4. Click on **More** from the left Menu
5. Click on **Schoology** from the new Menu
6. Here you will have access to your student(s) Access Code(s) as well as additional helpful links.

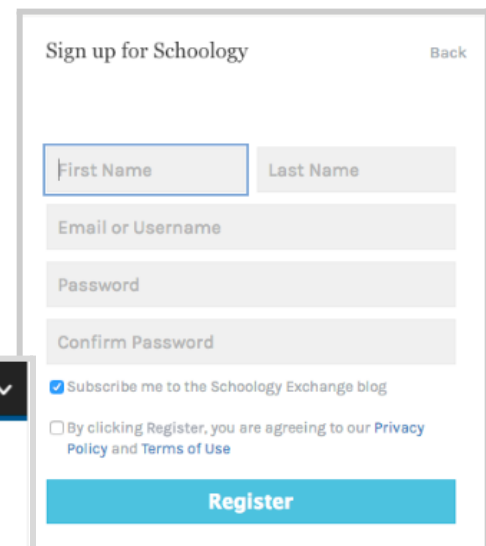


# Creating a Parent Schoology Account

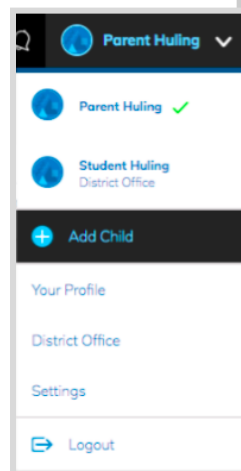
1. In your web browser, navigate to [www.schoology.com](http://www.schoology.com)
2. Click on **Register or Login**
3. Click on **Register for Schoology Learning**
4. Click on **Parent**
5. Enter the **student access code**



6. Click on **Continue**
7. Enter **your** name, email address (recommended), and password. Once you log in, you'll be able to access your child's activities by selecting your child's name from the top right dropdown.
8. Click on **Register**



You also have the option to associate additional children using Schoology with this account. To associate additional children, click on the downfacing arrow on the top right of your Schoology account, select **Add Child**, and enter the **Parent Access Code** for your child/children.



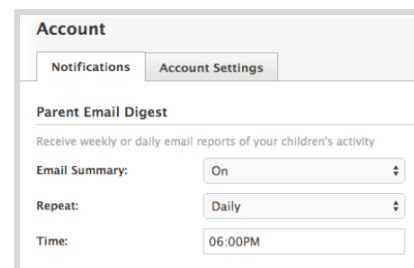
After completion of creating a parent account you can login to Schoology using the **Schoology-Parent Access login link** at [apps.schoology.com](http://apps.schoology.com) with the email and password you used to create the account. *Please note: This is different from the login link for your child ([school.district196.org](http://school.district196.org)).*

## Notifications

Set up your Notifications to control how Schoolology contacts you about your child's school activities. To set up notifications, select **Notifications** from the dropdown menu in the upper right-hand corner.

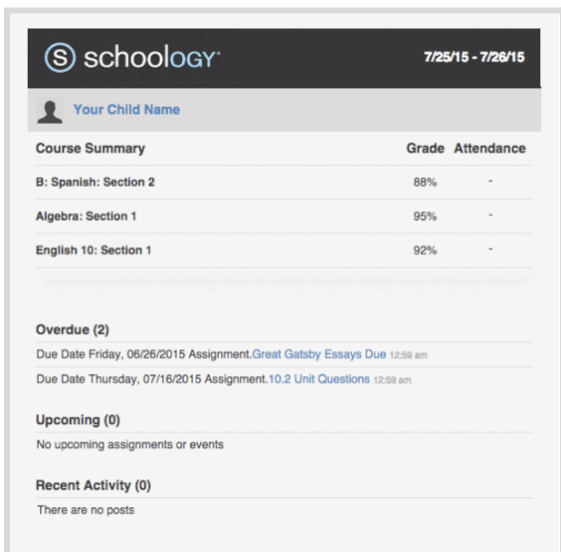
### Setting Up Your Parent Email Digest

The Schoolology Parent Email Digest is a brief summary of your child's activities delivered right to your inbox. Here, you can opt to receive it on daily or weekly basis.



The screenshot shows the 'Account' settings page with the 'Notifications' tab selected. Under the 'Parent Email Digest' section, there are three settings: 'Email Summary' set to 'On', 'Repeat' set to 'Daily', and 'Time' set to '06:00PM'.

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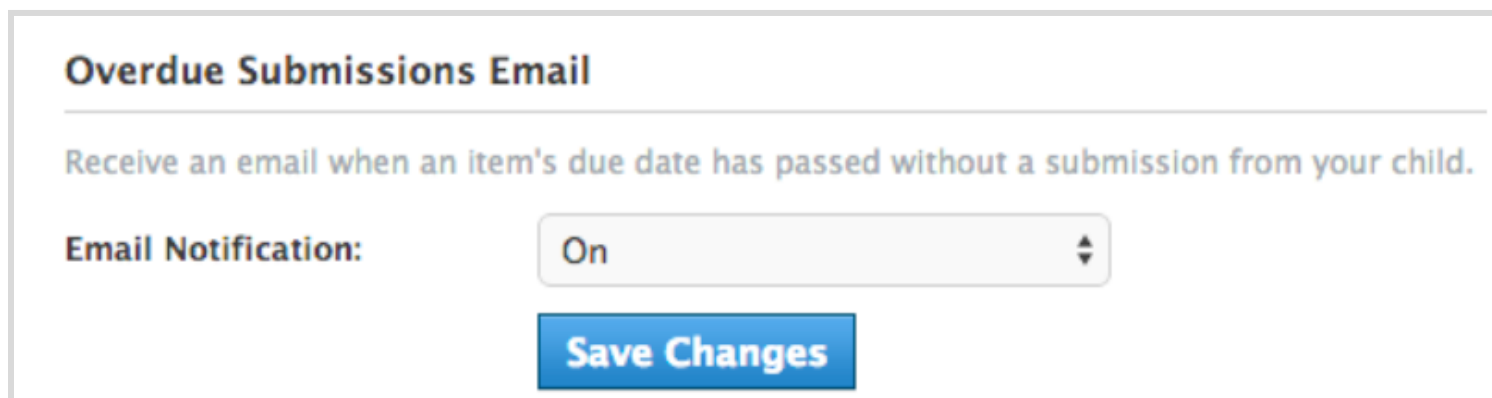


The screenshot shows a Parent Email Digest email from Schoolology. It includes a header with the Schoolology logo and the date range '7/25/15 - 7/26/15'. Below the header is a section for 'Your Child Name' and a table for 'Course Summary' with columns for 'Course', 'Grade', and 'Attendance'. The table lists three courses: 'B: Spanish: Section 2' (88% grade, - attendance), 'Algebra: Section 1' (95% grade, - attendance), and 'English 10: Section 1' (92% grade, - attendance). Below the table are sections for 'Overdue (2)', 'Upcoming (0)', and 'Recent Activity (0)'.

A Parent Email Digest contains information such as courses your child is enrolled in and grade and attendance information, as well as overdue and upcoming assignments. Depending on the settings configured by your child's teachers and school administrators, an example of a Parent Email Digest might look like this.

### Overdue Submissions Email

In addition to the Parent Email Digest email, you can opt to receive additional email notifications when your child has an overdue assignment:



The screenshot shows the 'Overdue Submissions Email' settings form. It includes a title 'Overdue Submissions Email', a description 'Receive an email when an item's due date has passed without a submission from your child.', and a setting for 'Email Notification' set to 'On'. There is a 'Save Changes' button at the bottom.

Once you have configured your Parent Email Digest and Overdue Submissions Email settings, click **Save Changes**.

**Viewing Child's Activity:** Information can be found at [goo.gl/ffcHQq](http://goo.gl/ffcHQq)