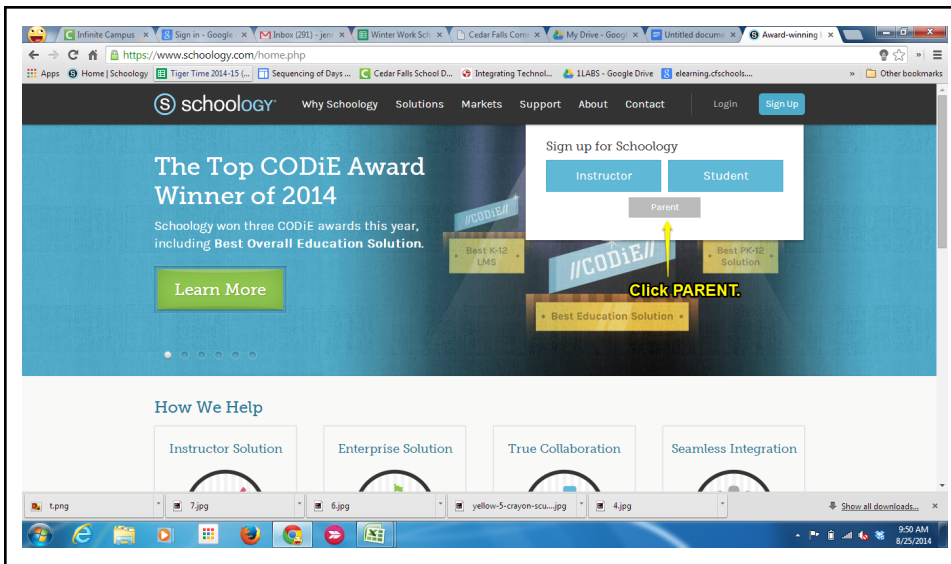


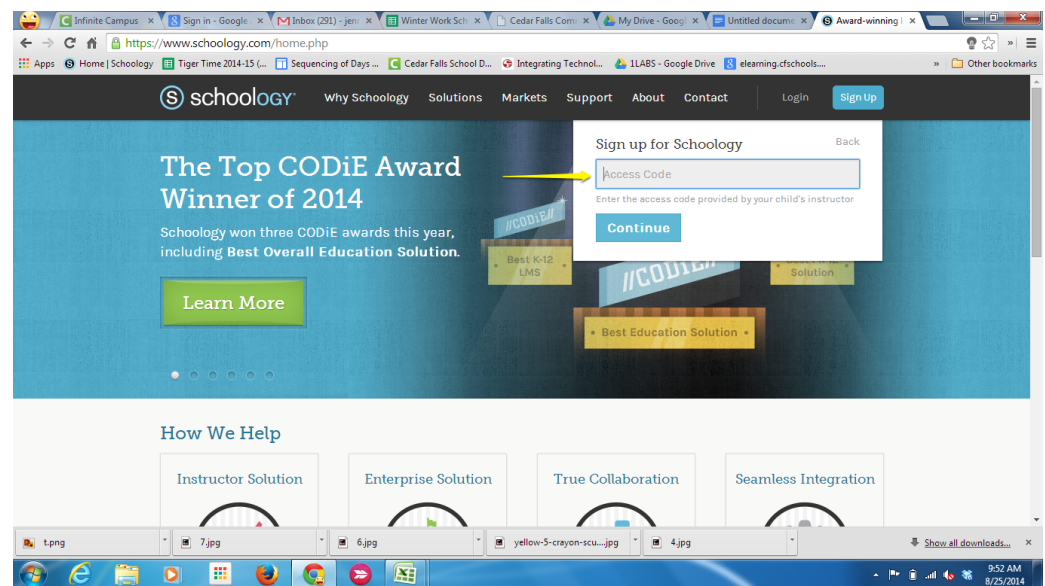


INTRODUCTION TO SCHOOLGY PARENT PORTAL

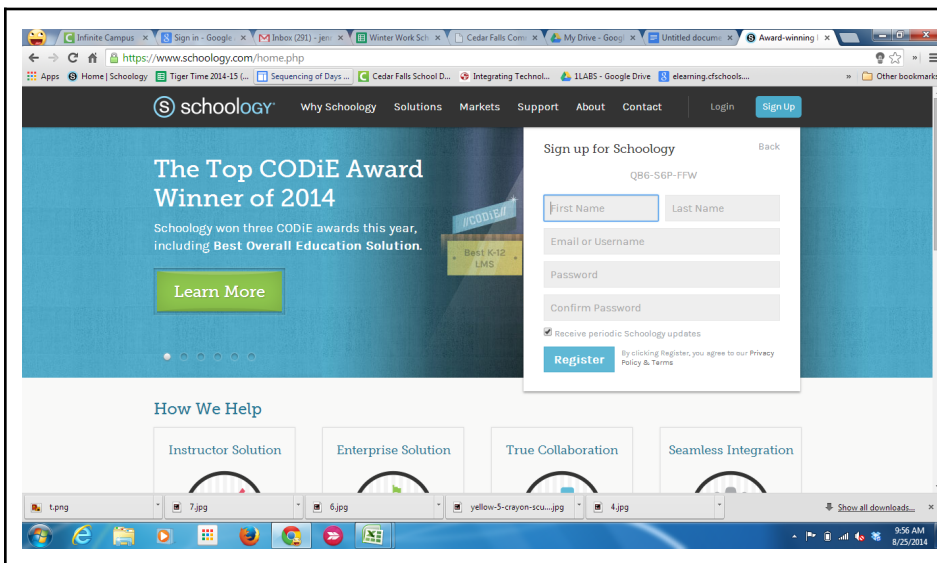
- ☐ Go to www.schoology.com.
- ☐ Click **Sign Up**.
- ☐ Click **Parent**.

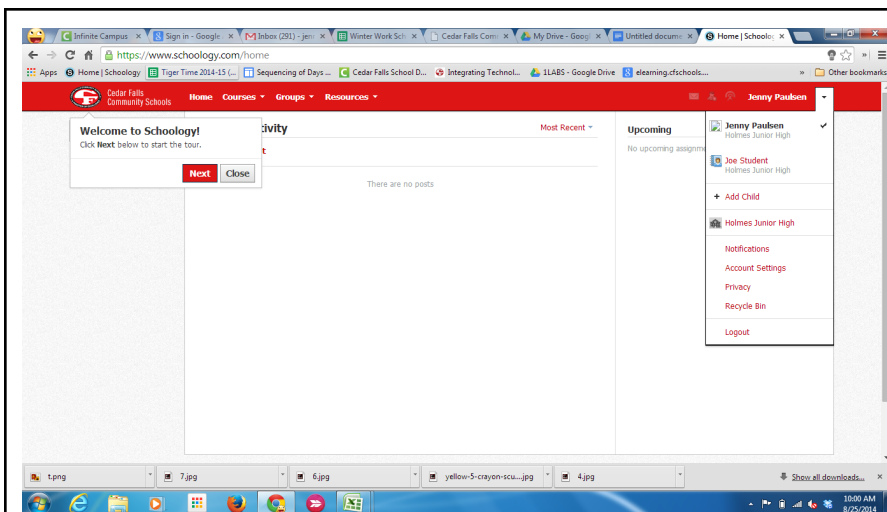
- ☐ Enter the **access code** for your child. This is a set of several letters and numbers separated into 3 groups of 3 by hyphens. (ex. D5G-6 YJ-GF8)

- ☐ Click **Continue**.



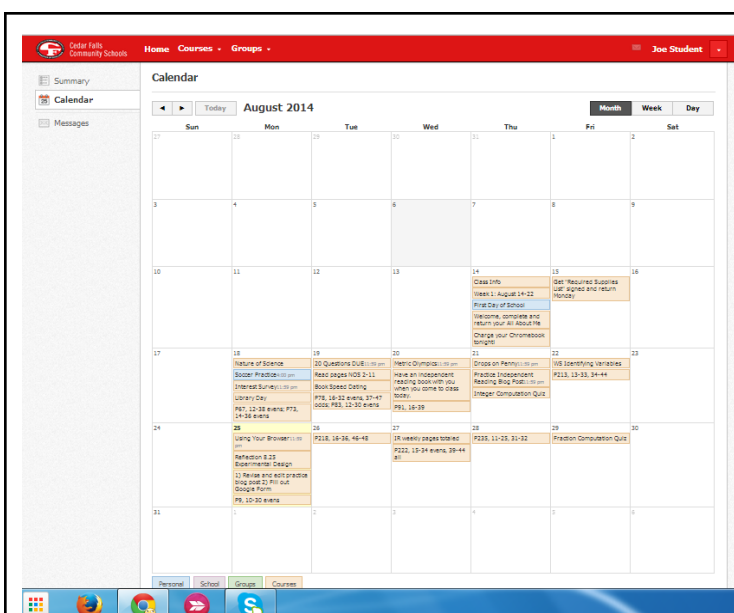
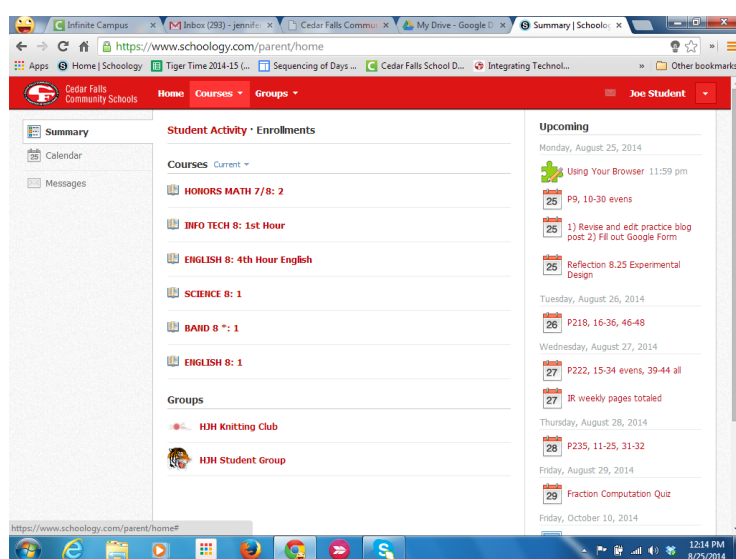
- ☐ Enter your information. It is best to use an email address for your username.
- ☐ Click **Register**.





- ☐ You will be entered into Schoology as **yourself**. Pull down on the triangle next to your name to view Schoology as a **Parent** by clicking on your student's name.
- ☐ Click **Next** to take the tour (or Close if you'd rather not.)
- ☐ Click **Add Child** if you have another student in grades 7-12 to add. He/She will have a separate code to enter.

- ☐ If you pull down **Courses** in the top red menu, you'll see a list. Click on any **Course** to view it individually. **Upcoming Events** are on the right.



- ☐ If you click **Calendar** on the left, you will see calendar view. At the **bottom** of the calendar you can click on **Personal, School, Group, or Course** to show specific calendars.
- ☐ At the top right, you can click on **Month, Week, or Day** view.