



Students & Families

Code Purple Virtual Instruction Support

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Preparing For Virtual Instruction on Emergency Closure Virtual Instruction Days

Topic	Students
Communication	Students and/or Parents/Guardians should check their email for instructions from teacher(s) and/or the school before the start of the emergency closure virtual instruction day.
myMCPS Classroom (Canvas)	Learn how to navigate and use myMCPS Classroom (Canvas) with your teacher prior to virtual instruction days or by enrolling in a self-paced introduction course. • MCPS Passport to Canvas - Secondary Students • MCPS Passport to Canvas - Elementary Students
Zoom	Practice logging into your class Zoom meeting, from myMCPS Classroom (Canvas) or a link provided through other means by teacher and/or school communication. If class Zoom link is posted/shared in myMCPS Classroom (Canvas): 1. Log into myMCPS Classroom (Canvas) using the student's MCPS username and password (same as what students log on to their Chromebook with). 2. From the myMCPS Classroom dashboard, click on your class tile. 3. <i>Elementary</i>: The Zoom link to class will likely be found on the homepage of your course or in the Zoom tab on the left side of the screen (the teacher will let students know which one they are using).

	4. <i>Secondary:</i> The Zoom link to class will either be found on the homepage of your course, in the Zoom tab on the left side of the screen, or within a course announcement (the teacher will let students know which one they are using). Zoom Support Guide for Student and Parents/Guardians
Devices	Students should ensure that they are able to log into their Chromebook and can access myMCPS Classroom (if the teacher is using myMCPS Classroom) from home BEFORE the emergency closure if possible. Materials and Support Guides: • Chromebook ◦ Chromebook Troubleshooting Guide • Chromebook Charging Cord • MiFi (if needed): <i>Contact a staff member at your student's school to request a Mifi device for your household</i> ◦ MiFi Support Guide <i>If students are using a personal home device, be sure to create a new Chrome profile and link it to their MCPS student account</i> Logging into Chrome using mcps student gmail account on a Personal Device
Support Available	Parent/Guardians can access: • Community Tech Support Portal ◦ Search Knowledge Base for troubleshooting guides, screencasts ◦ Support Guide • Email Community Tech Support at communitytechsupport@mcpsmd.org

During Virtual Instruction on Emergency Closure Virtual Instruction Days

Topic	Students
Communication	Check your email, Synergy mail, and/or myMCPS Classroom (Canvas) inbox for instructions from your teacher(s) and/or school before the start of the day.

myMCPS Classroom (Canvas)	If teacher is using myMCPS Classroom: 1. Log into myMCPS Classroom using the student's MCPS username and password (same as what you log into your Chromebook with). 2. From your myMCPS Classroom dashboard, click on your class tile. 3. <i>Elementary</i>: The Zoom link to class will either be found on the homepage of your course or in the Zoom tab on the left side of the screen (the teacher will let students know which one they are using). 4. <i>Secondary</i>: The Zoom link to class will either be found on the homepage of your course, in the Zoom tab on the left side of the screen, or within a course announcement (the teacher will let students know which one they are using).
Zoom	Log into your class Zoom meeting (from myMCPS Classroom or a link provided through other means of teacher and/or school communication). Zoom for Students and Parents/Guardians Guide
Devices and Materials	Devices Needed: Student Chromebook • (Chromebook Troubleshooting Guide) Chromebook Charging Cord Optional Devices: MiFi Device Support Guide (for students needing home internet access, <i>Contact the school principal to request a MiFi device for your household if needed</i>) Materials Needed: May include any additional materials your teacher/school has sent home as part of virtual instruction (books, workbooks, consumables, etc.)
Support Available	Parent/Guardians can access: • Community Tech Support Portal ◦ Search Knowledge Base for troubleshooting guides, screencasts ◦ Support Guide • Email Community Tech Support at communitytechsupport@mcpsmd.org

Follow Up to Virtual Instruction on Emergency Closure Virtual Instruction Days

Topic	Students
myMCPS Classroom (Canvas)	Review and confirm all assignments/tasks have been submitted as instructed by your teacher(s) if using myMCPS Classroom.
Zoom	Follow teacher directions for accessing any recorded sessions.
Instructional Applications	Communicate any difficulties with applications to your teacher.
Devices	• Charge and bring your devices back to school • Inform the school of any issues with devices • Reach out to school to request a Mifi if needed for future use
Additional Support Resources	Parent/Guardians can access: • Community Tech Support Portal ◦ Search Knowledge Base for troubleshooting guides and screencasts ◦ Support Guide • Email Community Tech Support at communitytechsupport@mcpsmd.org