## Accessing Schoology

- If you already have a Schoology (Instructor or student ) account, go to Schoology.com and log in. Skip to **STEP 2**.

  If you have a Schoology account through your school district, that account can be used to join the course. There is NO need to create another account. Please log in with your Schoology account and then skip to STEP 2.

- If you do NOT have a Schoology account, you may choose to create a student account. start with **STEP 1**.

## STEP 1. Creating a Schoology student Account
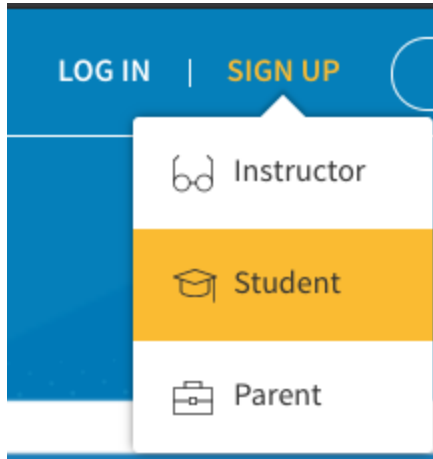
Navigate to Schoology.com using a web browser and sign up as **a student**.

Enter the access code below and click the **" Continue"** button.

## Access Code:
## XSC7-N7MP-ZQ44J

Complete the fields to register for an account and skip to **Step 4**.

## STEP 2.  Joining Course

Choose the **Courses** tab at the top of the screen, then click **My Courses** on the top right of the dropdown.
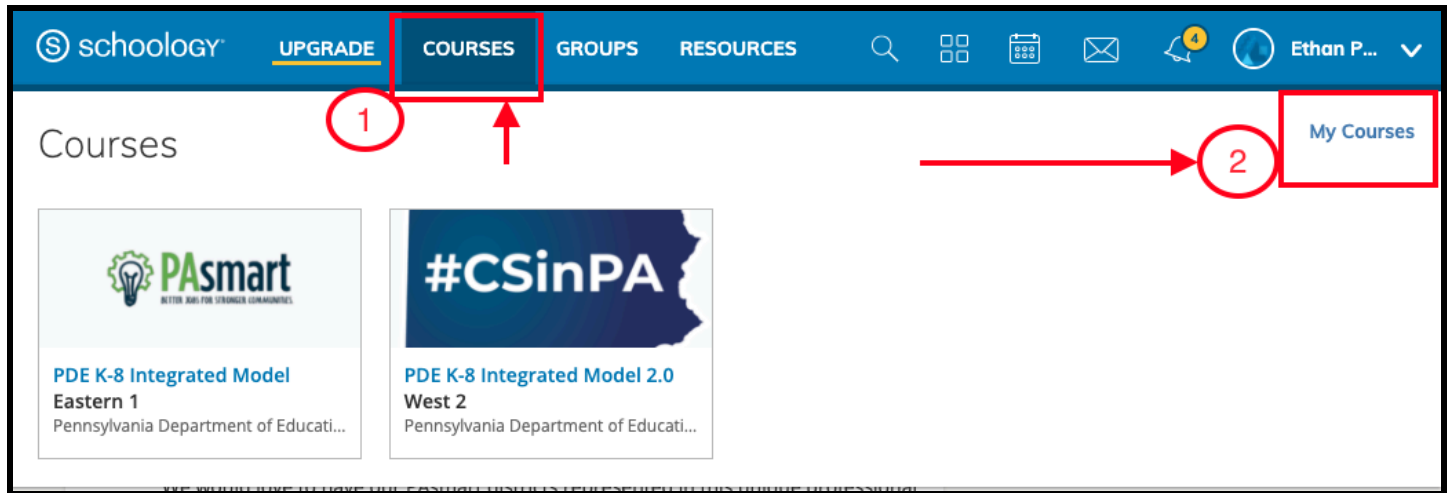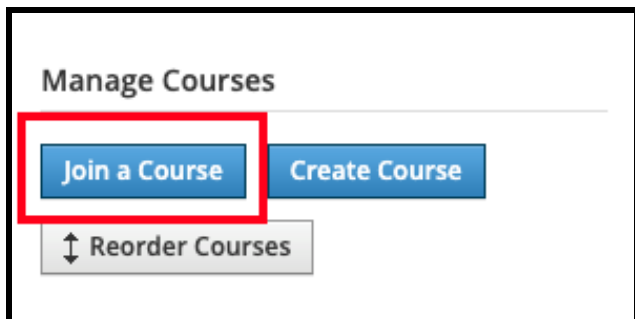


## STEP 3.  Entering Access Code

On the right side tab, choose **"Join a Course"**, then enter the access code below and click the **" Join"** button. Move to Step 4.
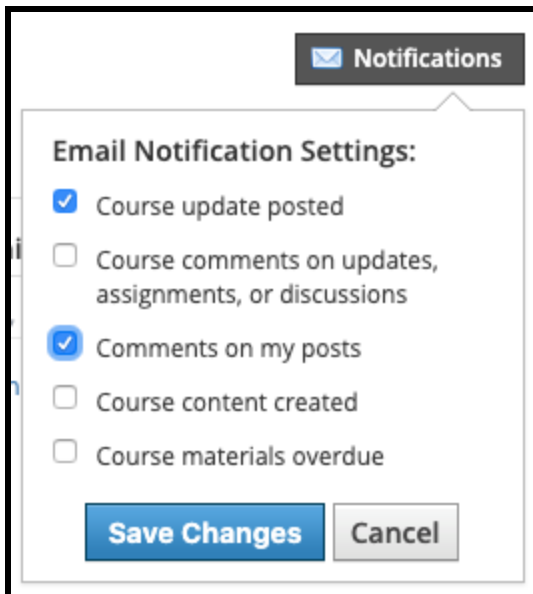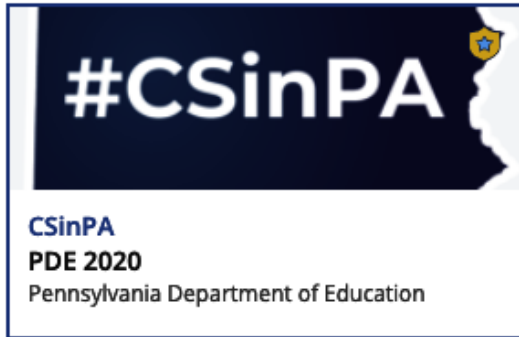
## Access Code:
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# STEP 4.  Finding the Course and Customizing Email Notifications

Courses

#CSinPA

CSinPA
PDE 2020
Pennsylvania Department of Education

Choose the **Courses** tab at the top of the screen, then Select *#CSinPA*

✉ Notifications

Email Notification Settings:

☑ Course update posted

☐ Course comments on updates, assignments, or discussions

☑ Comments on my posts

☐ Course content created

☐ Course materials overdue

**Save Changes**  Cancel

Click on the **Notifications** button in the top right corner of the course page.

Then, check the boxes for when you would like to receive an email about the course.

We recommend leaving the box for "Course update posted" checked at minimum.