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What is SCHOOLGY?

SCHOOLGY (*skoo-luh-jee*) is a Learning Management System. That is just a fancy title for an online tool used for communicating with students and families through teacher pages.

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Why are West Side teachers using SCHOOLGY?

Teachers use SCHOOLGY to post their classroom instructional materials online, provide a safe forum for students to discuss their ideas and collaborate on projects and to even assign and collect homework electronically. Using this platform:

- allows students to interact in a dynamic, digital environment any time anywhere, so they are career and college ready.
- helps students stay organized and it keeps the class connected.
- makes it easy for parents/guardians to stay involved in their children's education.

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Class newsletter

This information is for grades kindergarten through 5 only:

- [Accessing the Class Newsletter](#)
- [Printing the class newsletter](#)

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Email Digest

The Schoology 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 a daily or weekly basis. Depending on the settings configured by our school administrators, 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. Click [here](#) for more information on setting up a Parent Email Digest for your child's activity.

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Help

- For tech-related questions such as account registration, logging in, access issues, & site navigation, contact Jane Elzinga (jelzinga@wschristian.org).
- For issues with learning content, contact your student's teacher.

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Logging in

- Parents/guardians log in using the URL app.schoolology.com. *If you have not yet registered for your own account, email Jane Elzinga (jelzinga@wschristian.org).*
- Students log in using the URL wschristian.schoolology.com.

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Mobile App

The Schoology mobile app is designed to provide access to **only** certain features or settings. For features and settings not available on the app, use a computer or the browser on your device. The iOS app can be downloaded from the [Apple App Store](#). Stay tuned for a link to the Android app.

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Notifications

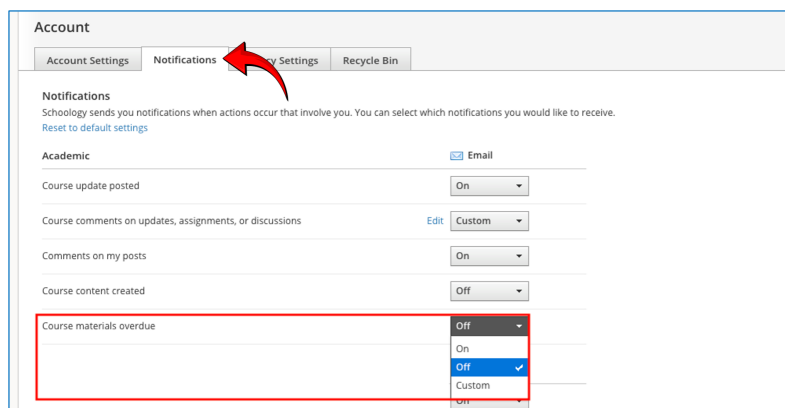
Schoology sends you notifications when actions occur that involve you. You can select which notifications you would like to receive. [This article](#) details personal notifications for Parent accounts.

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Overdue Notifications

To receive email or text notifications for overdue materials, the Course Materials Overdue option in the Notifications area can be enabled:

- [Login](#) to your SCHOOLGY parent account.
- Navigate to your [account settings](#).
- Click on the **Notifications** tab
- Select **On** in the dropdown menu to receive notifications for overdue materials in desired courses, or select Custom and choose the courses for which you want overdue notifications.



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Parent Portal

Parent accounts in SCHOOLGY were designed to give parents read-only access to their children's activities in SCHOOLGY. It is important to know that parent accounts have limitations compared to active student accounts. Parents are not enrolled in any courses, and are not allowed to participate as a student in any course or activity.

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Password changing

1. [Login](#) to your SCHOOLGY parent account.
2. Navigate to your [account settings](#).
3. Under the Account Settings tab, scroll down to find the Account Password section; click the **Change your password** link.
4. Type in your current password.
5. Next, type in your new password and confirm it (*this must be different than the current one.*)
6. Click **Submit** to complete.

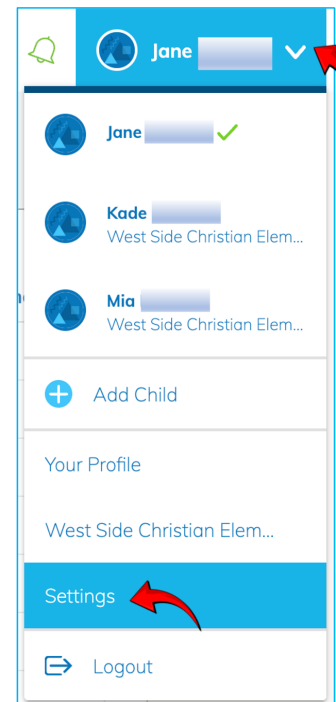
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Settings

Your Account Settings enable you to set different preferences for your personal interface and how your account relates to other users.

To access your Account Settings:

1. [Login](#) to your SCHOOLGY parent account.
2. Make sure you are viewing as yourself; the parent. You should see your name in the upper-right corner of the webpage. If you do not, bring your cursor near the name that appears there, click the down-facing arrow, and choose your name.
3. Click on **Settings** in the drop down box.



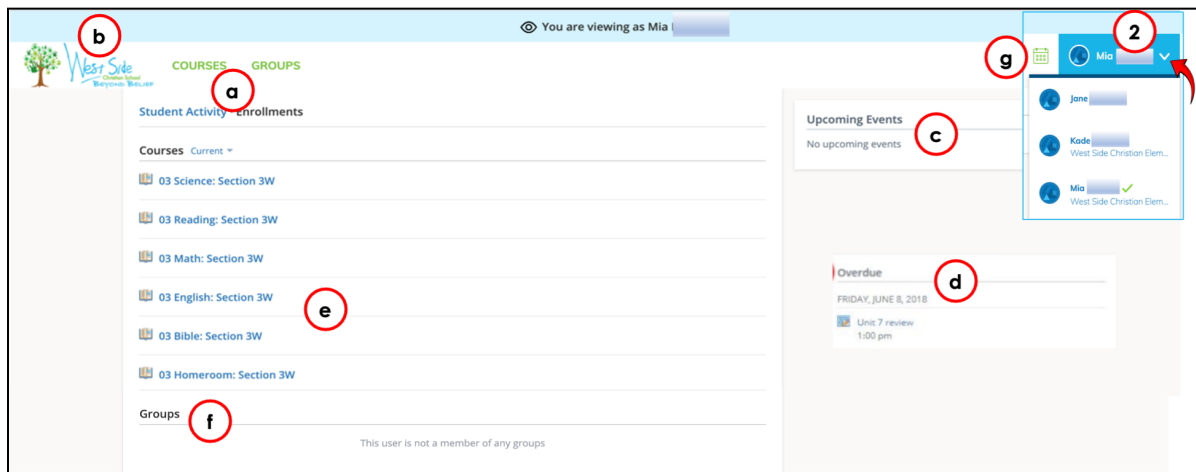
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Viewing student activity

Please note: The academic activity & information available in Schoology will depend on the permission settings put in place by WSCS, and on how teachers in different grade levels use Schoology.

- 1) [Login](#) to your SCHOOLGY parent account.
- 2) Select to view as one of your children.
- 3) Viewable Schoology activity and navigation:
 - a) **Student Activities & Enrollments**: By clicking on either link, you can toggle between activities or a list of the courses your child is enrolled in. Click on an individual course to see assignments, tests, & discussions from that course.
 - b) **Home page**: Click on the WSCS logo in the upper left corner of the webpage to return to the Home page.
 - c) **Upcoming**: This section displays a list of upcoming assignments & events.
 - d) **Overdue/missing**: This section displays a list of missing/overdue assignments.
 - e) **Courses**: You can see a list of current courses. Click the course name to navigate to the course profile.
 - f) **Groups**: You can see a list of your child's Schoology Groups. Groups can be used for a variety of activities, from school projects to extracurricular teams & clubs.
 - g) **Calendar**: Click to view a calendar of past & upcoming events & assignments. To find out more information regarding a particular event, place your cursor over the title. A *clue tip* will display with the event type (assignment, test/quiz, event), the event's course or group, & the student name. Click the event to display profile information in a pop-up window.



The screenshot shows the Schoology parent interface. At the top left is the West Side Christian School logo (labeled 'b'). Below it are 'COURSES' and 'GROUPS' tabs (labeled 'a'). The main content area is divided into 'Student Activity' and 'Enrollments'. Under 'Enrollments', there is a list of courses: '03 Science: Section 3W', '03 Reading: Section 3W', '03 Math: Section 3W', '03 English: Section 3W' (labeled 'e'), '03 Bible: Section 3W', and '03 Homeroom: Section 3W'. Below the courses is a 'Groups' section (labeled 'f') which currently shows 'This user is not a member of any groups'. On the right side, there are two sections: 'Upcoming Events' (labeled 'c') showing 'No upcoming events' and 'Overdue' (labeled 'd') showing 'FRIDAY, JUNE 8, 2018' with an event 'Unit 7 review' at '1:00 pm'. At the top right, there is a user profile dropdown menu (labeled 'g') showing 'Mia' and a list of users: 'Jane', 'Kade', and 'Mia' (checked). A red arrow points to the dropdown arrow icon (labeled '2').

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Student Portal

The student portal is an online portal accessible anywhere on the web that students can log in to & see their assignments, attendance, schedules, school bulletin, & more.

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Video tutorials

This [YouTube playlist](#) has several schoology video tutorials for parents. These videos were created by Jonathan Hughes from Twin Cities Academy in Minnesota. As they are specific to that school, the features described may be different than what is available for WSCS. The academic activity & information available in Schoology will depend on the permission settings put in place by WSCS, and on how teachers in different grade levels use Schoology.

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Activity & information available to view

- Elementary School:

Activity & information	PowerSchool	Schoology
Attendance	✕	
Assignments - online only		✕
Lessons & activities - online only		✕
Online Registration & Forms	✕	
Updating notification preferences	✕	

NOTE: At this time, elementary grade & missing assignment information is not online at this time.

Middle School

Activity & information	PowerSchool	Schoology
Attendance	✕	
Assignments - online only		✕
Grades (all assignments & final grades)	✕	
Lessons & activities - online only		✕
Missing assignments	✕	online ones only
Online Registration & Forms	✕	
Updating notification preferences	✕	

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Multiple School Linking

Since parents must have an account at each of the Schoology schools in which their children are enrolled, you may have multiple Schoology accounts. By keeping both accounts and linking them together, you can access all content from a single location. Find out [here](#) how to link multiple School accounts.

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Resources from Schoology

- [Add another child to existing parent account](#)
- [Difference between parent and student accounts](#)
- [Inside a Schoology Course \(for parents\)](#)
- [Schoology Parent Account](#)
- [Schoology's Student Help Center](#)
- [Schoology's YouTube Channel](#)

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