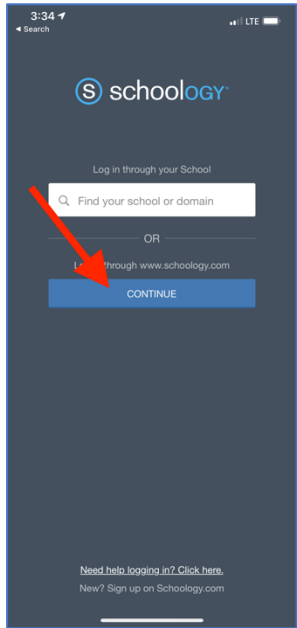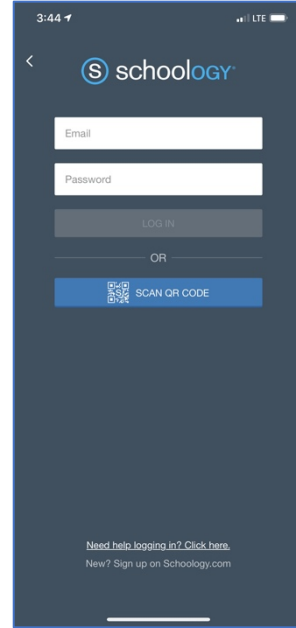## USING THE SCHOOLOGY APP

You can download the Schoology App for an iPhone/iPad or Android device by searching for the app in the appropriate web app store. Once you've installed the app on your device, you must make sure you are logging in the correct way. The way you log in depends on the type of account you have.
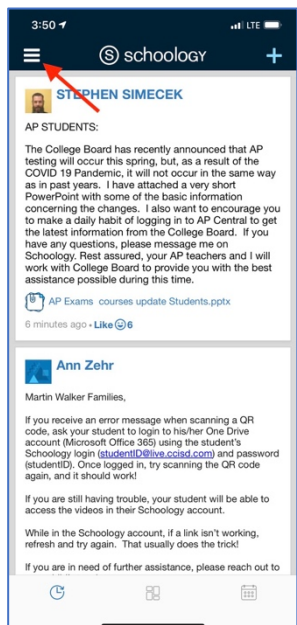
PARENTS

Parents log in to the app using the option to access with www.schoology.com. While there is a place to enter a school, you can ignore this space and just click on the **CONTINUE** button.
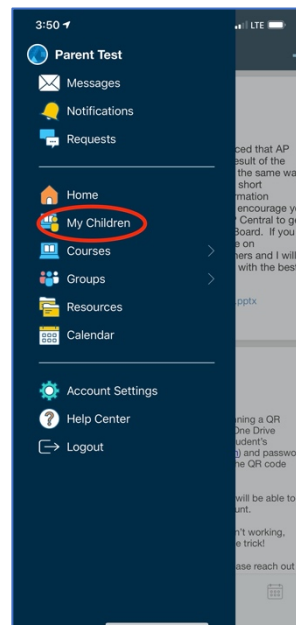
Login with the email address and password you used to sign up with Schoology. If you only used a username, you will need to login on a computer first and add your email address to your account.
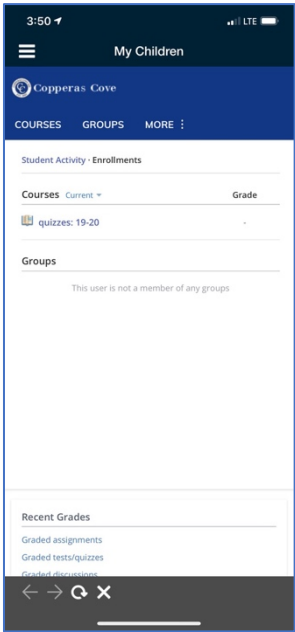

Once you've logged into the app, you can click on the "more" icon in the upper left to access your menu items.
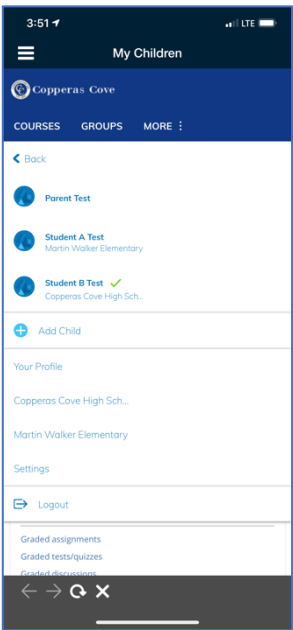
You will not see anything in Courses or Groups until you've selected "My Children" from the menu option.

The My Children view shows one child at a time with all upcoming activities and recent grades. You can also tap on Courses or Groups to see that child's courses and groups.
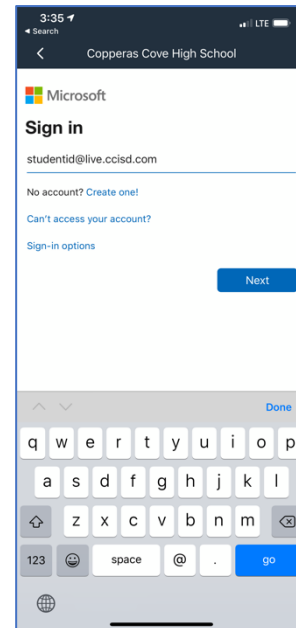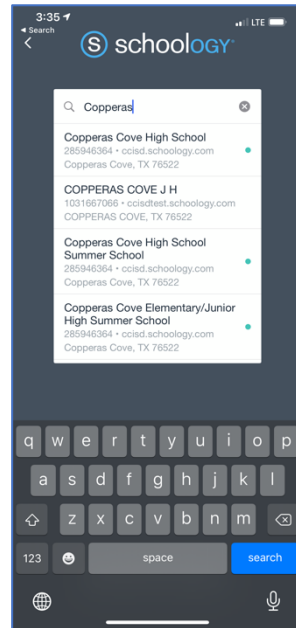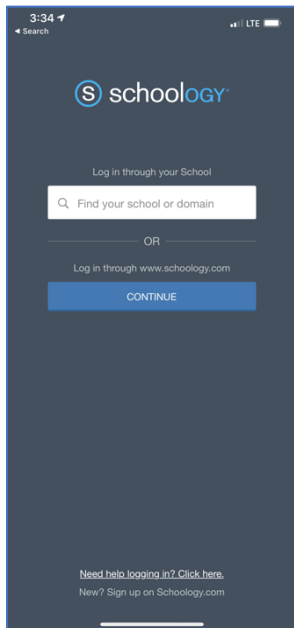
Tap the More option and your child's name to see the list of children and toggle between them, or return to your parent view by tapping on your name.
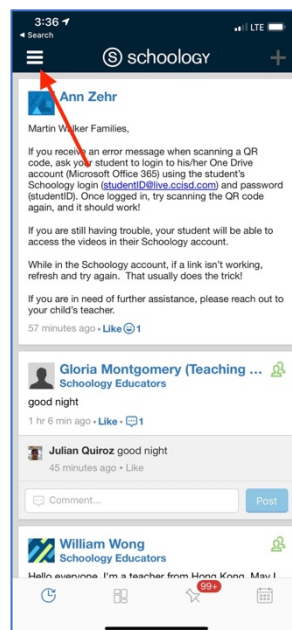
Staff and students log in to the Schoology app the same way. At the login screen, tap into the entry area and begin typing **Copperas Cove** until you see Copperas Cove High School with a green dot. Even if you don't attend or work there, just select the top one with the green dot.

Enter in your email address (staff) or student ID (students) with @live.ccisd.com. It is very important that you include the live portion of the email. Enter your district password. For students grades 5 and below, it is just the student ID. For grades above 5, please ask your student.

Tap on the More icon in the upper left to access to see your courses, groups, notifications, etc.

Please note that using the app is not necessary for accessing Schoology on a mobile device. It does provide a convenient experience, but it is also limited in some functions. For example, you cannot use the Conferences feature within the app, but you can in a mobile browser.

For help in accessing Schoology, please fill out this form. http://bit.ly/CCISDAccessHelp