



# A new way to connect


Seattle Public Schools' new learning management system, Schoolology, is changing the way our teachers communicate online with students and families


## WHAT'S FAMILIAR

Like our previous teacher pages, teachers may post assignments, messages and calendar items.

## WHAT'S NEW

 Familiar to social media users, Schoolology's **format is simple**.

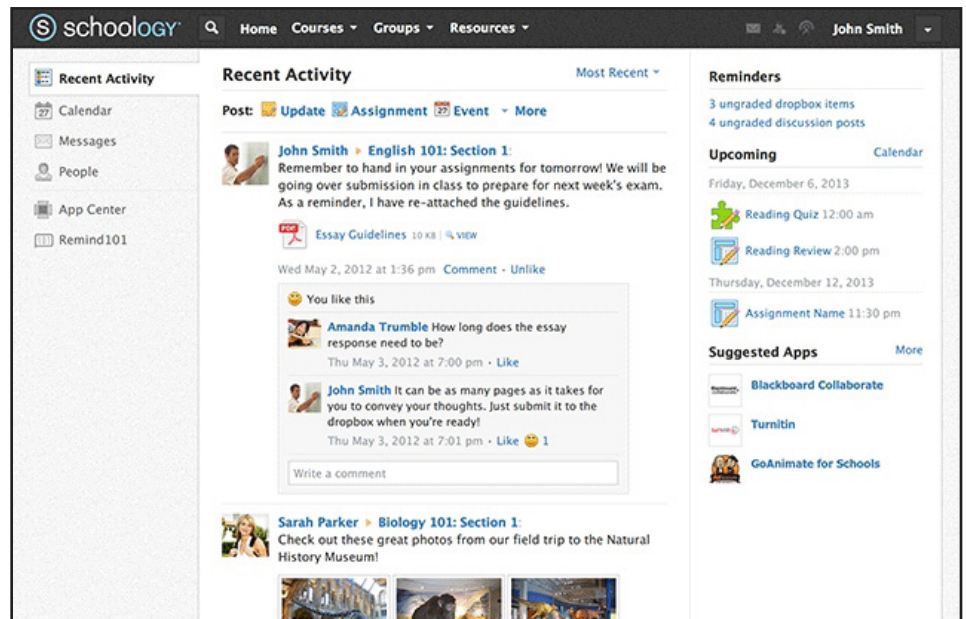
 Schoolology allows students and teachers to engage in **two-way conversations** and class discussions.

 Teachers can **easily share** files and links with students, families and fellow teachers.

## WHO WILL USE

Schoolology is designed for all grade levels, but **teacher use is optional**.

If a student's teacher chooses to use Schoolology, parents and guardians can log in to monitor assignments and view resources.



## HOW TO JOIN

Students will be registered automatically to their teachers' courses, and will log on with their school username and password.

Parents and guardians must sign up through their Source accounts (accessible through "Student Portal" on [seattleschools.org](http://seattleschools.org)). Logins open for families on Sept. 9. **See instructions on reverse.**

To learn more, go to <http://lms.seattleschools.org>.

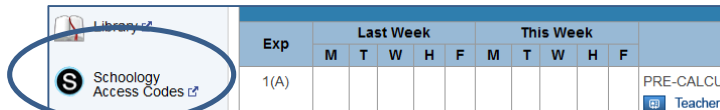
**Every Student. Every Classroom. Every Day.**

# Creating a Schoology Account

To create an account, you will need your **Schoology Access Code(s)**. Codes may be found in the Source under the **Schoology Access Codes** menu item. If you do not have a Source account, [please visit https://ps.seattleschools.org/RegCode](https://ps.seattleschools.org/RegCode)

## To Create a Schoology Account:

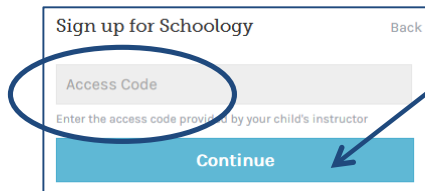
1. Please [log onto your Source account http://ps.seattleschools.org](http://ps.seattleschools.org)
2. Click the **Schoology Access Codes** menu item on the left.



3. Copy and paste or write down your **Schoology Access Code**. (If you have more than one student, you will enter the remaining Access Codes later using the **+ Add Child** feature.) Click the **Sign up for Schoology LMS** button.



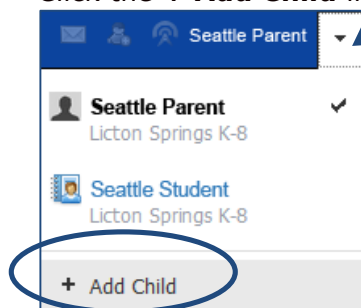
4. Enter the **Access Code** and click **Continue**.



5. Fill out the form with *your* name, valid email address and create a password. Click **Register**. If you only have one student, you have completed your registration!

## To Add Students to your Schoology Account:

1. Click the downfacing arrow on the top right of your account, by your name.
2. Click the **+ Add Child** link.



3. Enter the **Access Code** from the Source and click the **Use Code** button.
4. Repeat these steps if you have more children enrolled in SPS.

**Contact us at: [sourcesupport@seattleschools.org](mailto:sourcesupport@seattleschools.org)**