



INTERACTIVE GUIDE TO REMOTE LEARNING

The New Brighton Area School District is excited to start our 1:1 Technology program by providing students in Grades K-2 with an iPad and students in Grades 3-12 with a Chromebook. These school devices will aid in their learning and provide enhanced opportunities as we begin the year virtually and when we return to in-person learning. Students will utilize a Google platform for email and many in-class assignments, all classes will be hosted on Schoology, and virtual, synchronous instruction and meetings will occur using Zoom and Google Meets. We're excited to begin this new adventure together and we hope this guide will help answer some of the most common questions.

Account Information

What is my username and password?

All K-12 students will have a Google account which will be used in-school and at home. We have utilized these accounts with our students in Grades 6-12 for a few years and have been expanding. Given our movement forward with 1:1 Technology and virtual learning, we are providing Google accounts for all students. Our youngest learners, grades K-2 will also have an account with Clever. Clever will allow students to sign-on using a badge, or QR code, that will be scanned by their devices camera, eliminating the need for them to remember and type in passwords. For our students in Grades 3-12, they will use their Google credentials for most of their online experiences. Our students have demonstrated in school that they can do this and we're pleased to continue supporting their growth in the use of technology.

All student accounts follow the same pattern. The first two characters are the intended graduation year. The next string of characters is the student's entire last name. The next character is the first letter of the student's first name. The student email address is that combination followed by the student email domain (@nbasd.org). The default password is lions2020 and this should be changed immediately upon the first log-in.

SAMPLE

Name: David Smith

Graduation Year: 2021

Student ID: 212345

Username: 21smithd

Default Password (MS & HS students): lions2020

Default Password (ES Students): NBstudentID#

Example for Elementary Student: NB293456

Student Email Address: 21smithd@nbasd.org

Note: Sometimes a student will have an ID that starts with a different number than their graduation year or a different letter combination. This can happen for a variety of reasons, such as in the year 2021 we have Jason Smith and John Smith. If your credentials do not work, please let your teacher know and our Technology Department will reach out to assist you.

How do I log in?



On the Chromebook, turn on, connect to WiFi, and then the student will type in their Google email address and then their password.



On the Apple iPad, the students are assigned to the device using our Mobile Device Management application. The student will not need to log in to access programs on the device. Teachers will provide information on how to use the Clever badges to log-in to Schoology and other learning programs.

DISTRICT APPLICATIONS

How do I access my school email?

Google is the application that the students will use for district email. This is the same platform that the District has used for all staff for many years. Students simply go to www.google.com to log-in. Or on the Chromebook, students simply click on the Gmail icon.



Where do I save my documents?

Google Drive is the application for students to use to save any files they may need. This includes documents, photos and/or videos. Files saved in Google Drive are accessible from any device with an internet connection and a browser. We are recommending that students save all of their school files on Google Drive.

Where can I learn more about Google Drive?

[Basics of Google Drive](#)

Schoology

What is Schoology?

Schoology is a learning management system that allows students in grades K-12 to access online curriculum and materials posted by their teacher. This is like your student's online version of a backpack, locker, or class binder. Everything your child needs while learning virtually will be in one place. And, parents can have their own log-in so they can monitor their child(ren)'s classes. Schoology has an easy-to-use intuitive dashboard that students can manage easily.

How does a student access Schoology?



Students using the Chromebook will log into Schoology here: <https://nbasd.schoology.com>
Student will use their Google email address as the username and password to access Schoology.



Students using the iPads will open the Schoology app on their iPad. They will use the Clever badges to access Schoology.

Student Schoology Guides

[Schoology Guide for Students](#)

[Student Home Page](#)

[Student Course Materials](#)

[Student Account Settings](#)

How does a parent access Schoology?

Parents can sign up for a free account on the Schoology website. Once you create an account, your child's teacher can send you a code to join the class.



[Parent Overview Video for Schoology](#)

Where can I learn more about Schoology?

[Schoology for Parents](#)

[Parent Overview Video](#)

[Parent Sign-Up](#)

[Parent Login](#)

[Parent Home Page](#)

[Add Child Associations](#)

[Linking Accounts](#)

[Parent Notifications](#)

[Settings](#)



What is Clever?

With Clever, everyone has a personalized portal with a single login for all of their online programs and resources. Clever does not support all district applications but we will use it when we can to make student access to applications as easy as possible. You can use Clever to gain quick access to various applications or you can log directly into the website or app without using Clever. Clever makes things easier to find and access.

How do I access Clever?



Students in grades K-2 will access Clever through the app on their iPad. Your teacher will print a badge that will allow you to scan the QR code rather than using a username and password. This provides quick and easy access for our young learners.

What is CSIU?

CSIU is our Student Information System (SIS) and houses all of the information on our students from registration and contact information to grades to attendance and to transcripts for our HS students. This portal allows students and parents to access grades, attendance, schedules, bus information, and more. Both students and primary contacts have accounts to access CSIU. Please visit our website by clicking [HERE](#) or go to the "Family Resources" section and then view the "Parent Portal" section to find the log-in area and to learn more about accessing an account.

FREQUENTLY ASKED QUESTIONS



Why are we using devices?

In addition to the devices giving us the ability to be fully remote during the global COVID-19 pandemic, there are many other benefits to the use of 1:1 technology for students:

- **Critical thinking and Reasoning:** Students use critical thinking skills to plan and conduct research, manage projects, solve problems, and make informed decisions using appropriate digital tools and resources.
- **Information Literacy:** Students apply digital tools to gather, evaluate, and use information. Students demonstrate a sound understanding of technology concepts, systems, and operations.
- **Collaboration:** Students use digital media and environments to communicate and work collaboratively, including at a distance, to support individual learning and contribute to the learning of others.
- **Self-direction:** Students understand human, cultural, and societal issues related to technology and practice legal and ethical behavior.
- **Invention:** Students demonstrate creative thinking, construct knowledge, and develop innovative products and processes using technology.

How and where should devices be stored/cared for at home?

Devices should be kept in a safe, stable location within the home. Families should try to find a desk or table area that will be used as the primary school location and keep the device in that area. It should be stored away from food, liquids, and areas of extreme temperature fluctuations (i.e. next to a heater, inside of a car, etc.). Ideally, this location within the home will have access to a power supply so the device can be easily charged. Chromebooks/iPads should not be left on the floor or near heating sources. The Chromebooks/iPads can be cleaned with a soft, dry, lint-free cloth. Do not use window cleaners, household cleaners, aerosol sprays, solvents, alcohol, ammonia, or abrasives to clean the Chromebooks/iPads. Avoid getting any liquids on the Chromebooks/iPads. If liquid is spilled on the Chromebooks/iPads, immediately power down the device and contact the school.

What is expected when my child is in school and needs their device?

When in school, students are expected to arrive at school each day with a fully charged Chromebooks/iPads. Encourage your child to treat the Chromebooks/iPads with extreme care.

Will all teachers be expected to use the Chromebooks/iPads with students every day in every class?

It is also important to realize that some subjects lend themselves more to the use of technology than others. The expectation is not to use the device as often as possible, but to use it when it enhances or improves the learning process. The District expects to see increased, appropriate use of technology from both teachers and students. Just as a carpenter has many tools in his/her toolbox but chooses the appropriate one for the job at hand, our teachers will use the technology as they do all other tools in their toolboxes and will use it as appropriate and to enhance and expand what we offer to our students.

Are students and families responsible for the device?

Yes. Our student handbooks have details on our expectations of device receipt, device use, acceptable use in a virtual learning environment, and references to our Acceptable Use Policy for the District. If you have any questions please contact your child's Principal.

Who owns the device?

The device is the property of the New Brighton Area School District and is on loan to students, just like textbooks and other learning materials. Students will be expected to care for the device and it will be returned at the end of each school year and then a device will be issued again the next school year.

What if something happens to the device?

The student is responsible for the device for the duration of the time that it is in his/her possession during the school year. If there is a problem with the device you should contact your child's Teacher or Principal immediately so we can assist. If it was due to a failure of the device, we will take care of it. However, if it was due to misuse, accidental breakage or problems, failure to follow directions, abuse, or anything other than a device failure caused by the manufacturer, it will be the responsibility of the student/family to repair or replace. The District has an insurance policy on most devices and we will work with the family to handle the repair/replacement.

Can students leave their device at school?

No, students are to transport their devices to and from school daily, as their device will become an integral learning tool both at home and in school. Students are expected to bring their device fully charged at the start of each day.

Will students be able to use their device for Internet access at home?

The Chromebooks/iPads are equipped with wireless capabilities. If parents have a home network, students can connect to the network through the wireless network. Student devices are also able to connect to the Internet using open wireless networks in the community. Parents should determine appropriate use of open wireless networks with their student(s).

Will the district have schools open after hours in case my student wants to use the wireless to do homework?

Outdoor wireless access points are located in all of the school buildings. The outdoor wireless network is available to students in the parking lot and surrounding areas close to the building.

What if I do not have Internet Access in my home?

New Brighton Area School District partners with Comcast for the Comcast Essentials program to families who qualify. Information is on our website, if you have cellular capability to view our website, or you may call the school and speak to your child's Principal to learn more. More information will be distributed about the program as it becomes available to the district.

What do I do if we are moving or I have to withdraw my child from the District?

When a student is withdrawn from school the device and charger must be returned. If the Chromebook/iPad and accessories are not returned, the District will contact the appropriate law enforcement authorities to recover the device.

Do the devices come with a protective cover, or do parents need to purchase something?

All of the iPads will come in a case. The case needs to remain on the device at all times.

Should students bring power cords to school?

No, students should bring a fully-charged device to school and leave their power cords at home.

What if my child loses the power cord or case?

If your child loses the power cord or case, please contact your child's school office. Replacements cables are available for a fee determined by the manufacturer.

Can my child upload games or apps on his/her device?

Only the district can upload software and applications on the student devices.

Will students need to create their own Apple ID for use on the iPads in Grades K-2?

No, the district has issued managed Apple ID's for elementary students.

Can I use Bluetooth headphones with my iPad?

Yes. Students should be able to pair their headphones with the iPads.

Can I download my own apps?

No. The district manages the app deployment for the iPads. Teachers can request apps to be pushed to the student devices remotely.

Can I use my home printer with the student iPad or Chromebook?

The District does not have the ability to support home printing; however, you may be able to print and if you are able to do so on a home device you are welcome to use it to print.