**\*\*\*It’s been noted with MCPSS Ipad’s that the Clever app *may not* give students full functionality with Schoology. The Google Chrome app, however, does seem to provide full access to Schoology functions. Test this, and edit the instructions below to suit your needs. See page 2 for an alternate set of instructions\*\*\***

**MCPSS iPad**

* Charge your iPad.
* Turn on the charged iPad by pressing the power button.
* Connect to Wi-Fi.
* Find the Clever app on your iPad. The Clever app looks like this: 
* Open the Clever app.

**PK-2nd Grade: Scan the QR code on your index card.**

**3rd-5th Grade: Click “Login using username/password” and type the username and password found on your index card.**

* Find the Schoology button in Clever. The button looks like this: 
* Click the Schoology button.
* Open a new tab. 
* Type google.com in the address bar and hit enter.
* Click the sign in button.
* Sign in using the email address and password on your index card.
* Now go back to Schoology tab and you are ready to begin.

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**Personal iPad**

* Connect to Wi-Fi.
* Open your internet browser.
* Type mcpss.com in address bar and hit enter.
* Click “Our Students” found at the top of the page. 
* **PK-2nd Grade: Click “Login with Clever Badge” and hold the QR code on your index card up to the camera.**

**3rd-5th Grade: Click “Login using password” and type the username and password found on your index card.**

* If prompted with “stay signed in?” click yes. You are now in clever. Scroll down the page and find the Schoology button. 
* Click this button.
* Open a new tab. 
* Type google.com in the address bar and hit enter.
* Click the sign in button.
* Sign in using the email address and password on your index card.
* Now go back to Schoology tab and you are ready to begin.

**Alternate iPad instructions**

**This would apply to both MCPSS and personal devices**

* (If on a personal iPad install the Google Chrome App from your app store)
* Select the Google Chrome App 
* Type google.com in the address bar and hit enter.
* Click the sign in button.
* Sign in using the email address and password provided by your school.
* Open a new tab. 
* Type mcpss.com in the address bar
* Choose “Our Students” 
* Choose “log in with active directory” and, if prompted, enter your district email address and password
* You are now in Clever. Scroll down the page and find the Schoology button.



**MCPSS Laptop**

* Turn on your device.
* Connect to Wi-Fi.
* Login using the email address (first part of your email address) and password provided by your school.
* Open google chrome by clicking on the google chrome home button. 
* Type mcpss.com in address bar and hit enter.
* Click “Our Students” at the top. 
* **PK-2nd Grade: Click “Login with Clever Badge” and hold the QR code on your index card up to the camera.**

**3rd-5th Grade: Click “Login using password” and type the username and password found on your index card.**

* You are now in Clever. Scroll down the page and find the Schoology button.



* Click this button.
* Open a new tab. 
* Type google.com in the address bar and hit enter.
* Click the sign in button.
* Sign in using the email address and password on your index card.
* Now go back to Schoology tab and you are ready to begin.

**Personal Laptop**

* Connect to Wi-Fi.
* Open your internet browser.
* Type mcpss.com in address bar and hit enter.
* Click “Our Students” at the top. 
* **PK-2nd Grade: Click “Login with Clever Badge” and hold the QR code on your index card up to the camera.**

**3rd-5th Grade: Click “Login using password” and type the username and password found on your index card.**

* You are now in Clever. Scroll down the page and find the Schoology button.



* Click this button.
* Open a new tab. 
* Type google.com in the address bar and hit enter.
* Click the sign in button.
* Sign in using the email address and password on your index card.
* Now go back to Schoology tab and you are ready to begin.

**MCPSS Chromebook**

**Logging Into your Chromebook:**

* Press the power button on the top right of the computer.
* At the prompt, choose the WIFI you will be connecting to and enter the password.
* Sign In with your MCPSS email address and password (provided by your local school).
* Choose to "remember" this account.

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**Connect to Online Instruction**

* Open Google Chrome
* Go to www.mcpss.com
* Choose "Our Students"
* Click “Log in with Active Directory”
* If prompted, log In with your MCPSS email address and password

 (provided by your local school)

* Choose Schoology from the list of apps in your Clever account

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**Connect to MCPSS miDevice Network – Only if Needed**

Check the following settings on wifi:

1. EAP Method: PEAP

2. Phase 2 authentication: Automatic

3. Server CA Certificate: Do not check

4. User Certificate: None installed

5. Identity: <their username to connect to miDevice>

6. Anonymous identity: <leave blank>