Log-in Procedures

How to Login

You must be able to log into the following:

Chromebook
Student Email
Infinite Campus
Google Classroom
Edgenuity

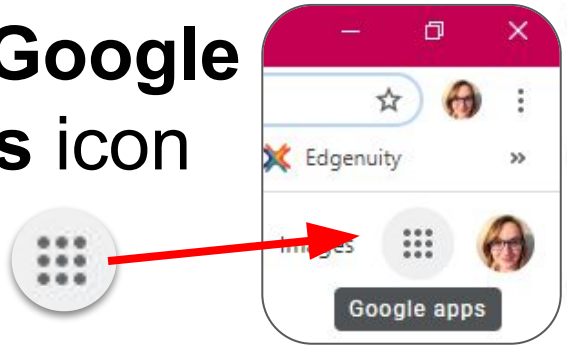
Chromebook Login

1. Turn on Chromebook
2. Username: firstnamelastname
3. Click “Next”

4. Password: 12345lastname

Student Email

1. Open **Chrome web browser**
2. In the TOP RIGHT CORNER, click on the **Google apps** icon



3. Select the **Gmail** icon
4. Look at all your emails! Make sure your **Inbox** has no unopened emails, because you can miss important information!

Student Email

Format for EVERY student email:

firstnamelastname@coffee.k12.ga.us

Google Classroom

Check your COFFEE COUNTY STUDENT EMAIL (@coffee.k12.ga.us) for your invitation to your Google Classrooms. Sign up for this service to have full access to all class notes, assignments, and important announcements /reminders.

The quickest way to access GC on a Chromebook is selecting the **Google Apps** icon in the **TOP RIGHT CORNER** of the screen.

Once you sign in with the Chromebook, sign in with your cellphone. You must download the GC app for easy access to notes and announcements!

Google Classroom

Important Note about the App: You can edit/work on assignments in the app, but you are NOT ABLE TO SUBMIT assignments through the app. You must submit them from a computer/Chromebook.

Edgenuity

Login Information

Username:

firstnamelastname

EX: suziestudent

Password:

12345lastname

(your Student ID #)

EX: 34567student

Infinite Campus

After joining Google Classroom, login to Infinite Campus. You need to know how to login so you know where to check all your grades.

Username:
Your Student ID#

Password: Your Last Name + Your First Initial + Your Student ID# (no space/no caps)

EX: smithj12345