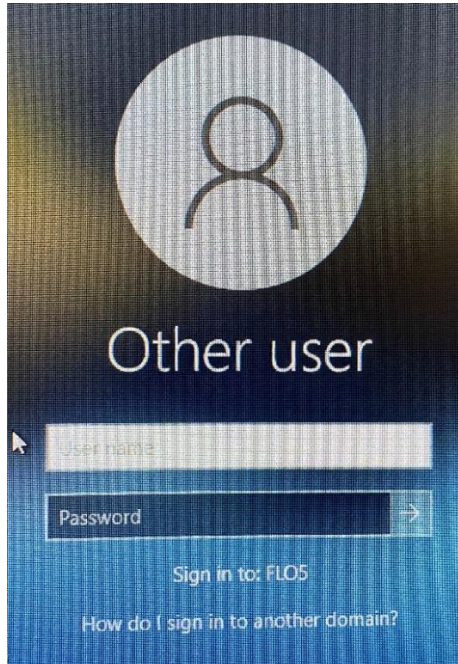


How To Sign In To Your Laptop

When you power your laptop on, you will see this screen:



Enter your Username: _____

(This is your student email address)

Enter your Password: _____

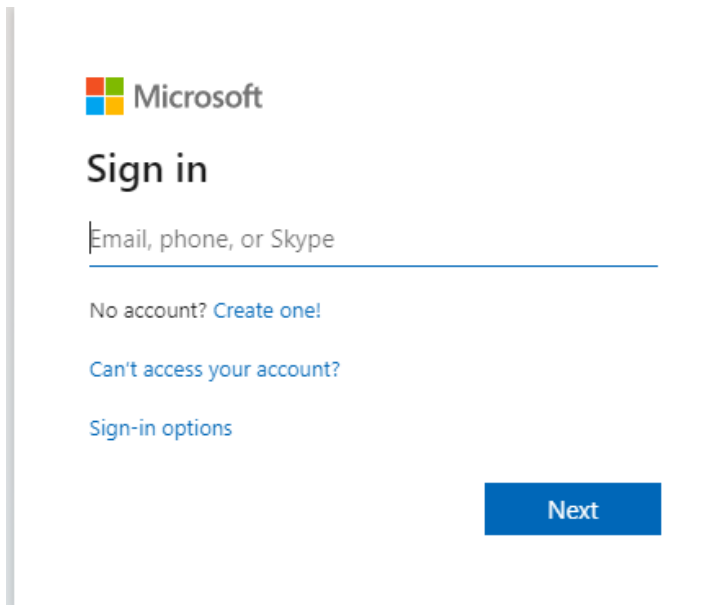
Click on the arrow to Sign In.

How To Sign In To Schoology

Click on the Schoology Icon.

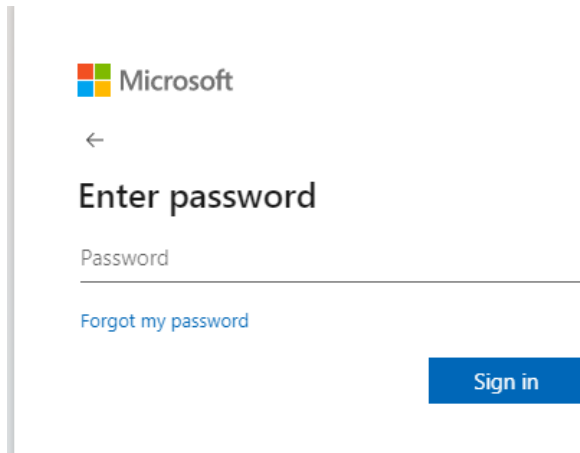


This will bring up the Microsoft Sign-In screen below.

The image shows the Microsoft Sign-In screen. At the top left is the Microsoft logo. Below it is the text 'Sign in'. Underneath is a text input field with the placeholder text 'Email, phone, or Skype'. Below the input field are three links: 'No account? Create one!', 'Can't access your account?', and 'Sign-in options'. At the bottom right is a blue button with the text 'Next'.

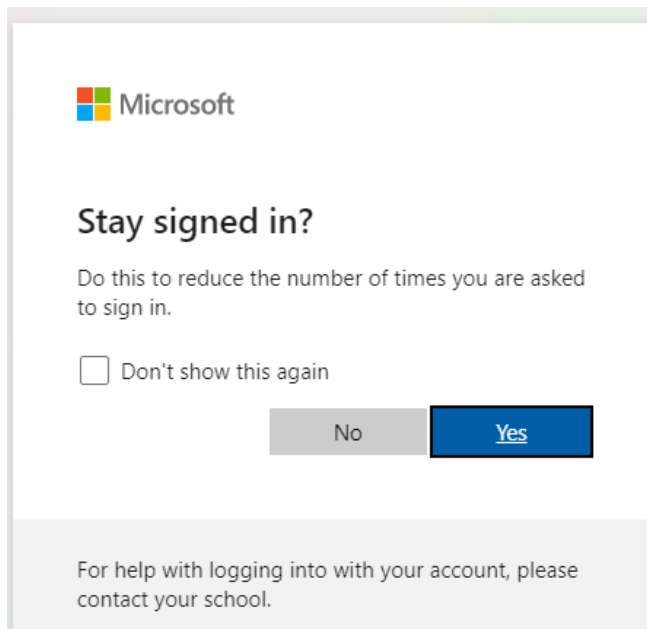
Enter student email address and click Next.

Enter student password and click on Sign In.



The image shows a Microsoft sign-in interface. At the top left is the Microsoft logo. Below it is a left-pointing arrow. The main heading is "Enter password". Underneath is a text input field labeled "Password". Below the input field is a link that says "Forgot my password". At the bottom right is a blue button labeled "Sign in".

Click YES to stay signed in and this will open your class Schoology page.



The image shows a Microsoft dialog box titled "Stay signed in?". It contains the text "Do this to reduce the number of times you are asked to sign in." Below this text is a checkbox labeled "Don't show this again". At the bottom are two buttons: a grey button labeled "No" and a blue button labeled "Yes". At the very bottom, in a light grey footer area, is the text "For help with logging into with your account, please contact your school."

Note: If Microsoft Teams opens when you are trying to sign in, please close it out.