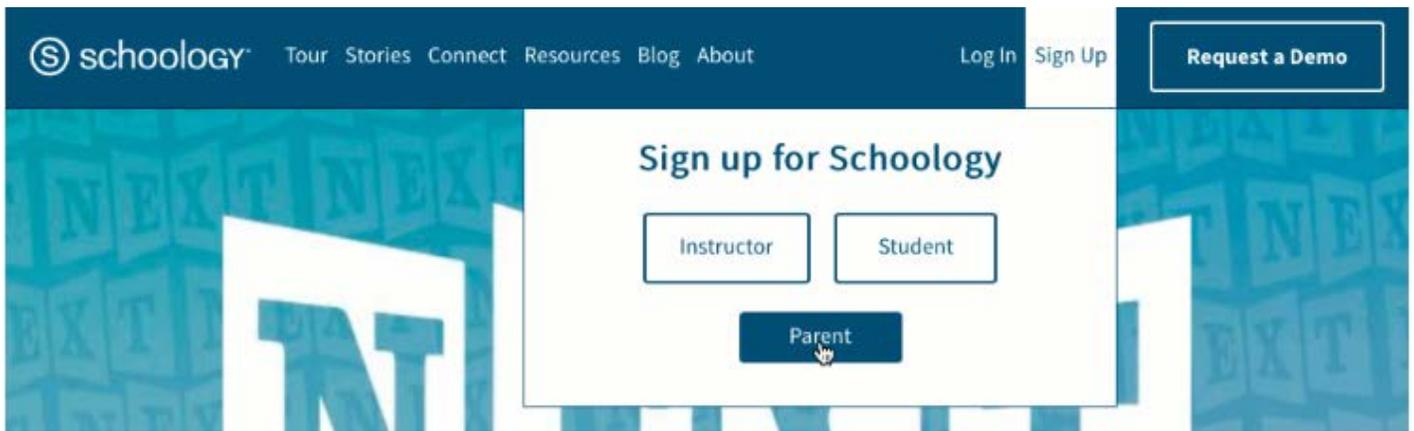


## Sign up for a Parent Account in Schoology

1. Go to [www.schoology.com](http://www.schoology.com)
2. Click **Sign Up** at the top of the page and choose **Parent**.
3. Enter your unique **Parent Access Code**. If you do not have the code, please contact your child's teacher.
4. Fill out the form with your information.
5. Click **Register** to complete.

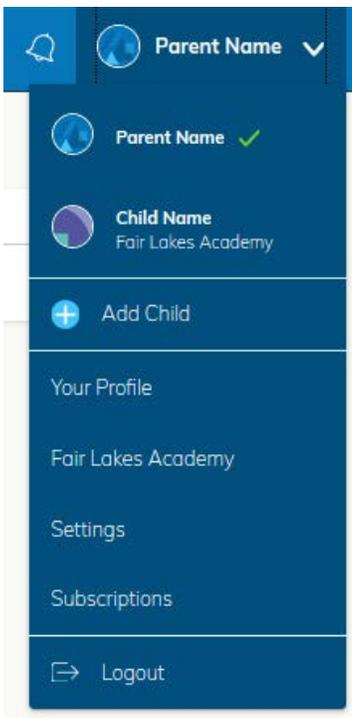


### Schoology Home Page: Your Parent account compared to your child's Schoology information

#### Having a parent account in Schoology is actually like having two accounts:

6. Your personal account, with your own name and information;
7. Your Child's Activity view. From here, you can view Schoology from your child's perspective, and see what he or she sees, and receive updates about his or her activity.

Start by clicking on the arrow in the upper-right corner, next to your name, and then select your child's name to switch into his or her account. The check mark in this drop-down menu indicates which account you are currently viewing.



# Student Activity View

## Viewing Your Child's Activity

Click on the arrow in the upper-right corner of your account and select your child's name to view his or her activity. From the home page, you can quickly view specific information about your child's Schoology activity:

The screenshot shows the Schoology interface for a student's activity. At the top, there is a navigation bar with 'schoology' logo, 'COURSES', 'GROUPS', and 'GRADES' tabs. A user profile dropdown is in the top right. The main content area is divided into several sections: 'Student Activity - Enrollments' (with a sub-tab 'Enrollments'), 'Recent Grades/Attendance', 'Overdue', and 'Upcoming'. A 'GRADES' menu is located in the bottom right. A red dashed line with numbered callouts (1-9) points to various elements: 1 points to the 'Enrollments' sub-tab; 2 points to the 'Enrollments' table; 3 points to the 'Recent Grades/Attendance' section; 4 points to the 'Overdue' section; 5 points to the 'Upcoming' section; 6 points to the 'COURSES' tab; 7 points to the 'GROUPS' tab; 8 points to the 'GRADES' tab; and 9 points to the user profile dropdown.

Courses	Grade	Attendance
AP Physics: Summer Session 1	97%	-
Pre-Calculus Honors: Section 7	92%	-
Economics/Finance: Section 6	87%	-
Advanced Topics in Music: Theory and Musicianship: Section 1	95%	-
French III: Section 5	91%	-
US History Honors: Section 4	89%	-
Physics: Section 2	85%	-
English Lit 1110: Section 3	93%	-

Groups
Fair Lakes Choir Department
Fair Lakes Students

**GRADES**

- Grade Report (A)
- Mastery (B)
- Attendance (C)

8. The **Student Activity** area in the center of the page displays your child's recent submission, grade, and attendance information.

9. Toggle into **Enrollments** in the same area to see a list of the courses your child is currently enrolled in, along with his or her grade. If the teacher or administrator has chosen not to display the grade while the course is in progress, you will see a blank value (as in the grade column above). Click on an individual course to see grades received on assignments, tests, and discussions from that course. Depending on the permission settings in place at your school, you may not be able to view content posted by other members of the course.

10. The **Recent Grades/Attendance** area lists graded assignments, tests/quizzes, discussions, and attendance marks for the student. To view graded items and attendance marks, click the item you'd like to view.

11. The **Overdue** section displays a list of course materials your child did not turn in by the due date.

12. The **Upcoming** section displays a list of your child's upcoming assignments and events.

13. **Courses:** You can see a list of your child's current courses. Click the course name to navigate to the course profile as your child views it. Depending on the permission settings in place at your school, you may not be able to view content posted by other members of the course.

14. **Groups:** You can see a list of your child's Schoology Groups. Groups can be used for a variety of activities, from school projects to extracurricular teams and clubs. Depending on the permission settings in place at your school, you may not be able to view content posted by other members of the group.

15. **Grades:** Depending on the settings in place at your child's school, this menu provides access to the following:

**Grade Report:** Review your child's grades for all courses.

**This is just a record keeping grade in Schoology. Official grades must be viewed in Sapphire.**