

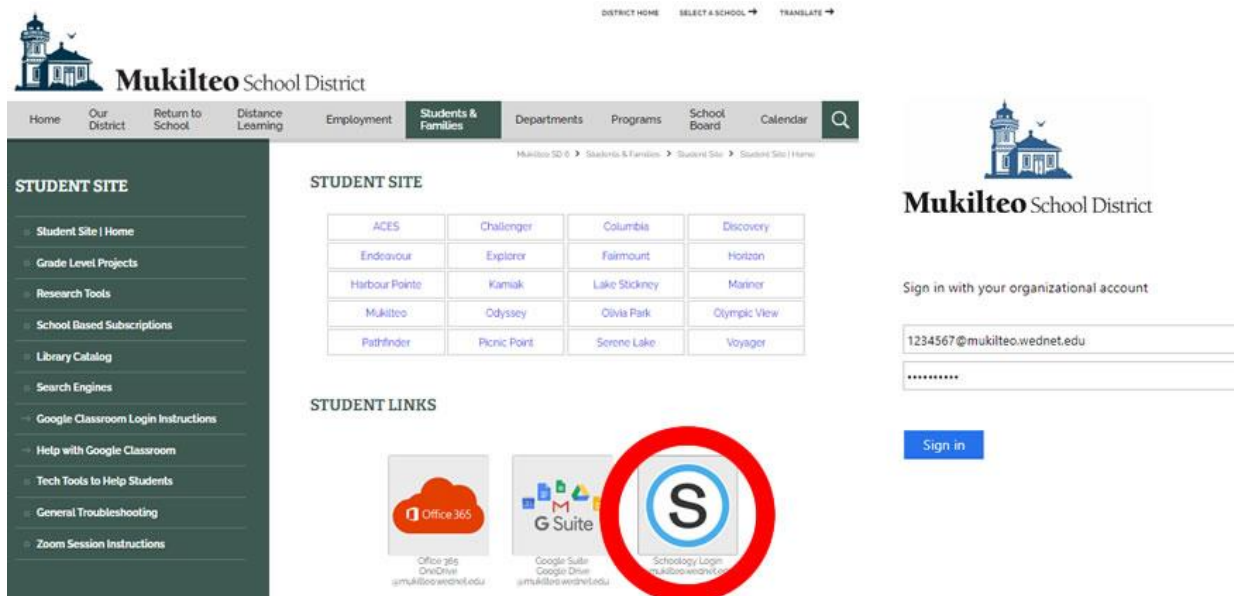
# Students - Getting Started with Schoology

Signing-in. Start at the Mukilteo School District Homepage

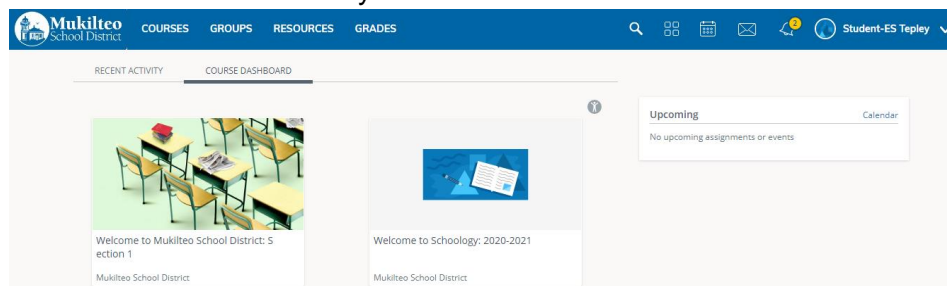
Go to <https://www.mukilteoschools.org> and click on the Student Portal button.



On the Student Portal page, click the Schoology S button. Sign in with your full StuID@mukilteo.wednet.edu login and current password.



Now, you are in! Click the Courses tab to see your current courses!

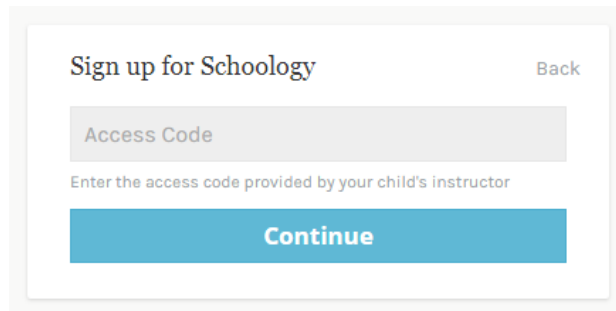
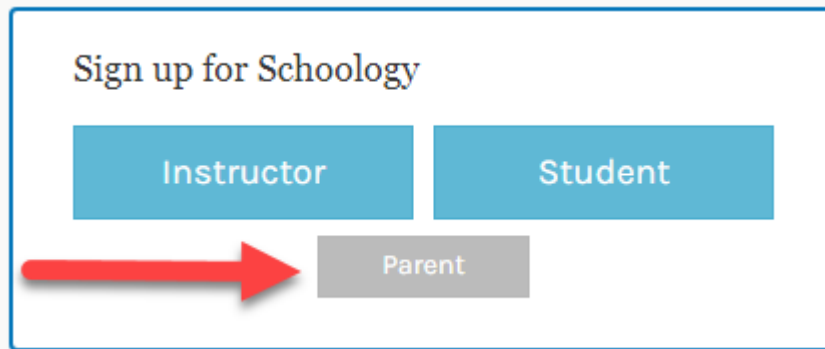


# Parents and Guardians - Schoology

Before signing up, you must have your child's Schoology access code. The access code will be sent to your email address on file.

## Signing Up for Schoology

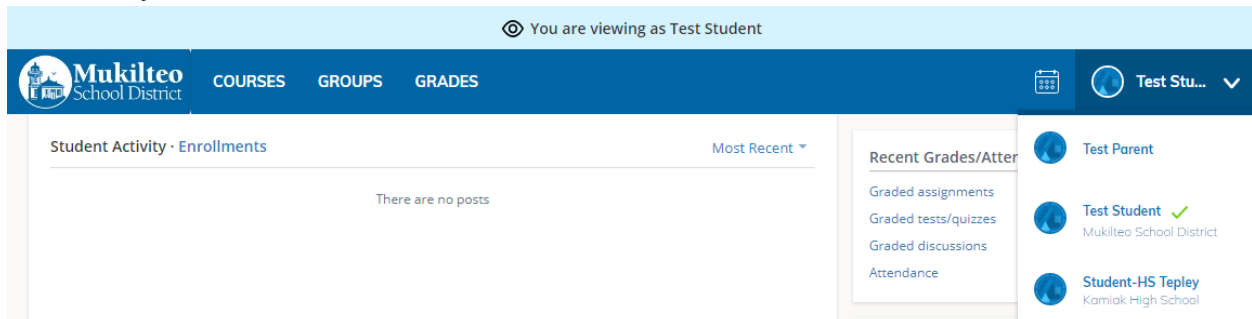
To sign up as a parent, goto <https://schoology.com>, and click the Register button. When prompted, choose Parent.



Enter the access code. Your account is now set up and your child has been added.

## Accessing Your Student's Information

To access your student's information, click the drop-down arrow next to your name and select your student's name. You have full access to all courses, groups, and grades. Notice: The green check mark shows you which account is currently active.



While browsing as your student, you can customize notification settings by clicking the drop-down arrow next to your name and clicking settings.

The screenshot shows the Mukilteo School District user interface. At the top, a blue navigation bar contains the school district logo, the text "Mukilteo School District", and menu items for "COURSES", "GROUPS", and "GRADES". On the right side of the navigation bar, there is a calendar icon, a user profile icon labeled "Test Stu...", and a dropdown arrow. Below the navigation bar, the page is titled "Account" and has two tabs: "Notifications" and "Account Settings". The "Account Settings" tab is active. Under this tab, there are two sections: "Parent Email Digest" and "Overdue Submissions Email". The "Parent Email Digest" section includes a sub-header "Receive weekly or daily email reports of your children's activity" and three dropdown menus: "Email Summary:" set to "On", "Repeat:" set to "Weekly", and "Time:" set to "06:00PM". Below these is a "Day:" selector with buttons for "S", "M", "T", "W", "T", "F", and "S", where "F" is highlighted. The "Overdue Submissions Email" section includes a sub-header "Receive an email when an item's due date has passed without a submission from your child." and an "Email Notification:" dropdown menu set to "On". A blue "Save Changes" button is located at the bottom of this section. On the right side of the page, there is a vertical sidebar with a user profile icon and the text "Test Stu...". Below this is a list of user roles: "Test Parent", "Test Student" (with a green checkmark), "Student-HS Tepley" (Kamiak High School), and "Student-MS Tepley" (Explorer Middle School). At the bottom of the sidebar, there is a "+ Add Child" button, "Your Profile" link, "Mukilteo School District" link, a highlighted "Settings" button, and a "Logout" button with an arrow icon.

On the notification's tab you can set the frequency for parent email digests and turn on notifications for late work.

## Customizing Your Profile Settings

You can customize how notifications will be received. To do this, make sure your account is active by clicking the drop-down arrow, selecting your name (top choice), and then click settings.

The screenshot shows the Mukilteo School District user interface. At the top, a blue navigation bar contains the school district logo, the text "Mukilteo School District", and menu items for "COURSES", "GROUPS", and "RESOURCES". On the right side of the navigation bar, there is a search icon, a calendar icon, an envelope icon, a speech bubble icon, a user profile icon labeled "Test Par...", and a dropdown arrow. Below the navigation bar, the page is titled "RECENT ACTIVITY" and "COURSE DASHBOARD". The "RECENT ACTIVITY" section shows a "Post: Event" with a calendar icon and a "Most Recent" dropdown arrow. Below this, there is a message "There are no posts". The "COURSE DASHBOARD" section shows an "Upcoming" section with the text "No upcoming assignments". On the right side of the page, there is a vertical sidebar with a user profile icon and the text "Test Par...". Below this is a list of user roles: "Test Parent" (with a green checkmark), "Test Student" (Mukilteo School District), "Student-HS Tepley" (Kamiak High School), and "Student-MS Tepley" (Explorer Middle School). At the bottom of the sidebar, there is a "+ Add Child" button, "Your Profile" link, "Mukilteo School District" link, "Settings" link, and a "Logout" button with an arrow icon.

In the notifications section, you can adjust which notifications you want to receive. You can also click the “send notifications to your phone via text message” link and add your phone number.

The screenshot shows the 'Account' settings page for a user in the Mukilteo School District. The 'Notifications' tab is selected. Under the 'Academic' section, there are five notification categories with 'Email' checked and a 'Send notifications to your phone via text message' button. The categories and their settings are:

Notification Category	Setting
Course update posted	On
Course comments on updates, assignments, or discussions	Off
Comments on my posts	On
Course content created	Off
Course materials overdue	On

Other customizable settings can be found under account settings. Be sure you set your primary email address.

To add additional students, click the drop-down arrow next to your name and select your name. Then click the Add Child button and enter your additional access code.

The screenshot shows the user profile dropdown menu in the Mukilteo School District interface. The menu is open, showing the following options:

- Test Parent ✓
- Test Student  
Mukilteo School District
- Student-HS Tepley  
Kamiak High School
- Student-MS Tepley  
Explorer Middle School
- + Add Child
- Your Profile  
Mukilteo School District
- Settings
- Logout