SCHOOLEC FOR STUDENTS
Go to: www.chippewavalleyschools.org or cvs.schoology.com

Click on “Student Links” and “Schoology”

Sign in with your district email and password:
10-digit Student ID@cvs.k12.mi.us
District provided password

Works best in the Chrome Browser!
1. Search for Schoology
2. Choose “Log in through your School” and search for Chippewa Valley Schools.

*Be sure to Choose the district, not your individual school

3. Sign in using your district email address and password.

*You cannot log-in through www.schoology.com, it will not be able to connect to your district account.
Recent Activity - Here you will find the most recent updated from any of your courses or groups. The most recent updates will be at the top of the page.

Course Dashboard - Here you will find the courses that you are enrolled in. You will see a card-based menu of your classes, click to enter the course.
3 Home – Click the Schoology logo to come back to the Home Screen.

4 Courses – Click courses to see a card-based menu of the courses you are enrolled in.

5 Groups – Click groups to see a card-based menu of the groups you are enrolled in.

6 Resources – Click resources to view your resource center with anything you have saved.

7 Grades – Click grades to view a grade report for each of your courses as well as attendance.

More info. from Schoology:  https://support.schoology.com/hc/en-us/articles/201001203-Home-Page-Students-
Click on your name in the upper right, click on **Settings**, then **Notifications tab**. You can customize what you get an email for and opt in to receive text messages.

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<th>Account</th>
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<tr>
<td><strong>Notifications</strong></td>
<td>Schoology sends you notifications when actions occur that involve you. You can select which notifications you would like to receive. <strong>Turn Off All Notifications</strong></td>
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<tr>
<td><strong>Academic</strong></td>
<td></td>
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<tr>
<td>Course update posted</td>
<td><strong>Email</strong> On</td>
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<tr>
<td>Course comments on updates, assignments, or discussions</td>
<td><strong>Email</strong> Off</td>
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<tr>
<td>Comments on my posts</td>
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<td>Course content created</td>
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<td><strong>School Groups</strong></td>
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<td>Group update posted</td>
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<td>Group comments on updates or discussions</td>
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<td>Comments on my posts</td>
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<td>User joins your group</td>
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[Send notifications to your phone via text message](#)
Submitting an Assignment

Each assignment may require you to make a submission. Once you've made a submission, the instructor can view the assignment, provide feedback, and upload a file back to you. To submit a file to an assignment, follow these steps:

1. In the Assignment click **Submit Assignment**.
2. Select one of these options:
   1. **Upload**: Select a file from your computer or record audio/video.
   2. **Create**: Create a document on the web using the text editor.
   3. **Resources**: Select a file from your Resources.
3. Click **Submit** to finish.
Submitting an Assignment with OneDrive

Teachers can also upload an editable document to assignments that will connect with the student’s Microsoft account.

1. Click on **My Document**

2. Choose **Edit**. The document will open in Word Online in a new browser window. A copy of the document is saved in your OneDrive and will auto-save any changes.

   **You might have to launch the app, agree to the terms of use, and sign in with your email address and password the first time.**

3. When you are done editing you can close the document and refresh the Schoology page.

4. Your edited document will show below, click **Submit Assignment**.

*If you have multiple students or Microsoft accounts using the same device, see the next page.*
Multiple Users with Microsoft Accounts

If you have multiple student accounts or a student and home/work Microsoft account, you might need to make sure you are logged out of previous accounts when using the OneDrive app. If you are having trouble accessing your assignment, it might be that another account is logged in.

Step 1 - Click the link in the top right corner above the document.
This will log you out of the OneDrive Assignments App. It will not affect how students are logged in.

Step 2 — Click Connect to log in to your OneDrive account.
This will launch a new window prompting you to log in with your OneDrive account.
Submitting Audio/Video Responses to Assignments in a Web Browser

1. Click **Submit Assignment** and click on the microphone.

2. Select Audio Only or Audio and Video.

3. You may receive a Flash error. You will need to enable Flash in Chrome. Click the lock icon at the left side of the address bar, then Allow Flash.

4. Click to Allow Access to your webcam and microphone. NOTE: you may also need to allow webcam and microphone at the top left corner of Chrome.

5. Record and then **Insert**.

6. Video will attach and hit **Submit**!
Submitting Video Responses to Assignments in the App

1. Click on the assignment, click on “Grades/Submissions”

2. Hit the “+” and Click on “Upload Submission”

3. Choose Video and Allow Schoology to access your camera.

4. Record your response, it will show the completed file below.

5. Hit the Submit Symbol!
Schoology Conferences provides real-time sharing of audio, video, slides, chat, and screen. Click on the app in the side menu! Click on title to join once the teacher starts the meeting. Don’t forget that Chrome works best!
Personal Resources

My Resources is your own personal library of documents that you create in Schoology or download from other sites. It’s easy to organize, create, and copy/move your resources right from the My Resources page. Saving your documents in this personal library enables you to access them for years to come and use them in any courses you take in the future.

To view your resources, click Resources at the top of Schoology.