### How to Join SchoolPool

#### EXT: St. Mary's Academy - SchoolPool



Get There <info@GetThereOregon.org> To ● Kelsey Hui



We are excited to introduce you to the St. Mary's Academy carpool software SchoolPool! Based on your response in the 2021-22 enrollment contract, you have opted into this new system, and we have uploaded your family's information. Read the steps below to begin making connections with other SMA families.

Get Started:

- 1. Follow the link below that says "to log in and make profile changes, click here."
- 2. You can either login to your existing Get There account, or you can create an account in 2 simple steps. After you enter your work zip code, do NOT attempt to "join your employer, organization, or school network." We've already done that for you, and your household will be automatically connected to SMA!
- 3. Read and acknowledge the disclaimer. Select "Enter the Get There SchoolPool System."
- 4. At the top of the page, select the orange "school" button. Feel free to manage your household's information, or select "St. Mary's Academy" and see who else is in your neighborhood!

To log in and make profile changes, click here.

Wish to opt out and remove your information so it's not share with families at your school? <u>Click here</u>

# **get there**

# Step 1:

Find the email from info@GetThereOregon.org.

Click the link that says "to log in and make profile changes, click here."



### Step 2:

Login to your existing Get There account, or create a new account.

### *Skip this step if you do NOT need to create an account.*

	Sign Up			x
	Step 1	Step 2		
FIRST NAME *			Require	ed
First Name				
LAST NAME *			Require	ed
Last Name				
EMAIL *			A valid email is require	ed
Email				
PASSWORD *			Requir	ed
Password			Ś	
		На	ve an account? Sign i	n!

In the next step, fill in your home and work zip codes.

Do NOT "join your employer, organization, or school network."

We've already done that for you, and your household will be automatically connected to SMA!

Agree to the terms and conditions. Click register.

#### Step 3:

To create an account, enter your name, email, and password. Click next.

	Step 1 Step	) 2
HOME ZIP *		5 digits required
Home Zip		
WORK ZIP *		
Work Zip		
JOIN YOUR EMPLO	OYER, ORGANIZATION, ON SC	HOOL NETWORK BELOW
<b>Q</b> Find and	Johnnetworks	$\sim$
Can't find you	ur network? Contaet	GetThereOregon.org
I agree	e to the terms and cono policy	ditions and privacy

#### Almost done!

×

Tell us about your normal commute. From here, you can define your preferences and choose to participate in our carpooling program. Not interested in carpooling? Add any trip to see your options for transit, walking, and biking and save your trip for easy trip logging.

Don't ask me again



#### Step 4:

A pop-up will appear, asking for more information about your work commute.

Skip this step by selecting "not now."

You can use your Get There account to find your own carpools for work.

*This would be using the service outside of the SMA community.* 





## Step 6:

At the top of the page, select the orange "school" button.

Feel free to manage your household's information. Don't forget to save changes.

SAVE CHANGES

Click "St. Mary's Academy" to see who else is in your neighborhood!



#### Make connections!

After clicking St. Mary's Academy, Zoom in and out of the interactive map to see who's around you.

Your home address is the red heart symbol.

St. Mary's Academy is this green symbol.

SMA family contact information will be displayed in the right sidebar.

<u>Return to your account</u> <u>any time using this link.</u>

#### **Staying in SchoolPool**

Clicking any tabs besides the orange school tab will put you in the larger, state-wide Get There network.

We only recommend securing carpools for your student using the school tab. The other tabs can be used for your personal or professional use as a carpooler.

