

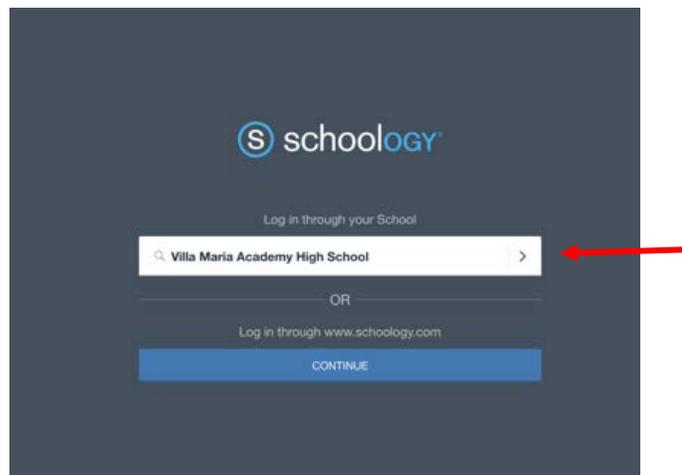
Schoology Instructions (Using the Schoology iOS App)

To login to Schoology:

Download the app from the App Store on your iPad or iPhone. The app is free. Look for the Schoology icon.

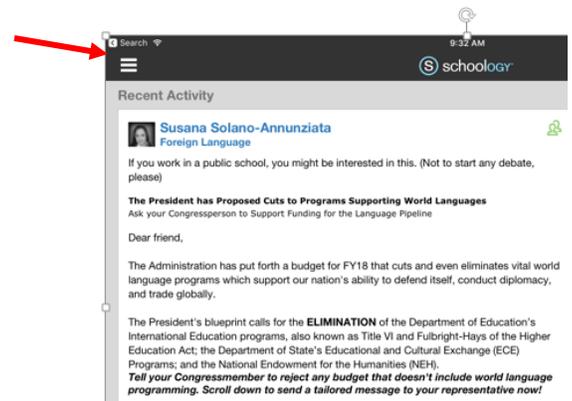


1. Once downloaded, open the app. Tap on the arrow to the right of the name Villa Maria Academy High School.



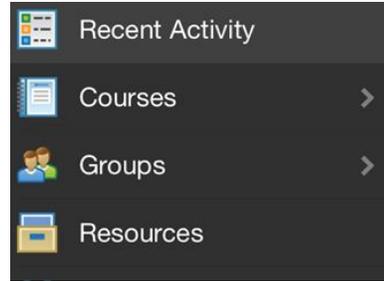
2. Tap the blue button to Log in through your School. Tap your Google Villa Maria Login account.
3. Tap Approve Schoology iOS Authorization.

This should bring you to your Recent Activity Screen. Tap the horizontal lines above Recent Activity



Tap the Courses link on the left-hand side of the screen.

Tap the course that you want to view.



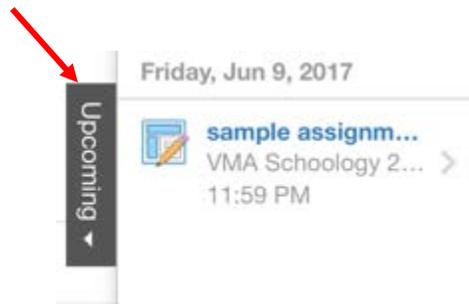
Review an Assignment

Depending on how you have set up your notifications in Schoology, when a new assignment is posted to one of your classes you will receive updates in one or more places:

- Push notification from your iPhone or iPad.
- Email.
- Text Message.
- Schoology Notifications Panel.
- The course's **Upcoming** feed.
- The course **Materials** section.

Here is one example:

Upcoming feed



Submit an Assignment

After you've reviewed the assignment, the Schoology iOS app offers several ways to create and turn it in.

To write and turn in an assignment:

1. Open the assignment and tap **Submissions**.
2. Tap the + icon in the upper-right corner and then tap:
 - **Create Submission** to write a text-only response. Tap **Save Draft** to save a working copy of the assignment, or the check mark ✓ to turn it in.
 - **Submit Photo/Video** to add a file from your iPhone or iPad's camera roll.
 - **Submit from Resources** to add a file from your Schoology Resources folder. You can attach files you created in other apps from here as well, including Google Drive, Dropbox, or Windows OneDrive.
 - **Record Audio** to record a sound file.

Open In

Additionally, you can create the file in another app and submit it using the **Open In** function . As long as the app has Open In, you can submit directly from it to Schoology.

For example, to submit a file you created...

In the Notability app:

1. Open the file in Notability that you want to submit.
2. Tap the **Open In** icon and then tap **Open in Another App**.
3. Choose the format for the file.
Note: Always choose Word, PDF, or RTF as the format.
4. Tap **Choose App**.

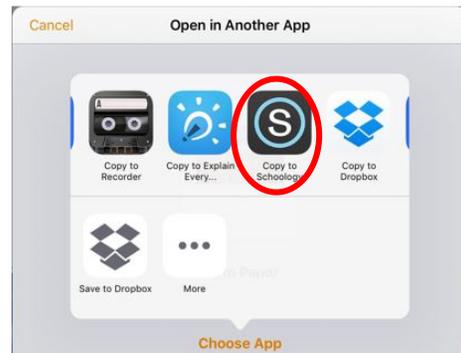
Or in Google Drive:

1. Open the file in Google Drive that you want to submit.

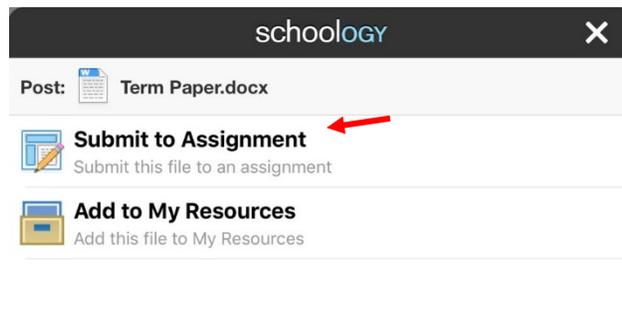
2. Tap the three vertical dots and then tap **Open in**.

After you've opened the file in a different app, you can open and submit it in Schoology:

1. Find Schoology in the Open In list.
2. Tap **Schoology** to leave the Notability app open the file in the Schoology app.
3. Tap **Submit to Assignment**, browse to the class and assignment, and then tap **Upload**.



and

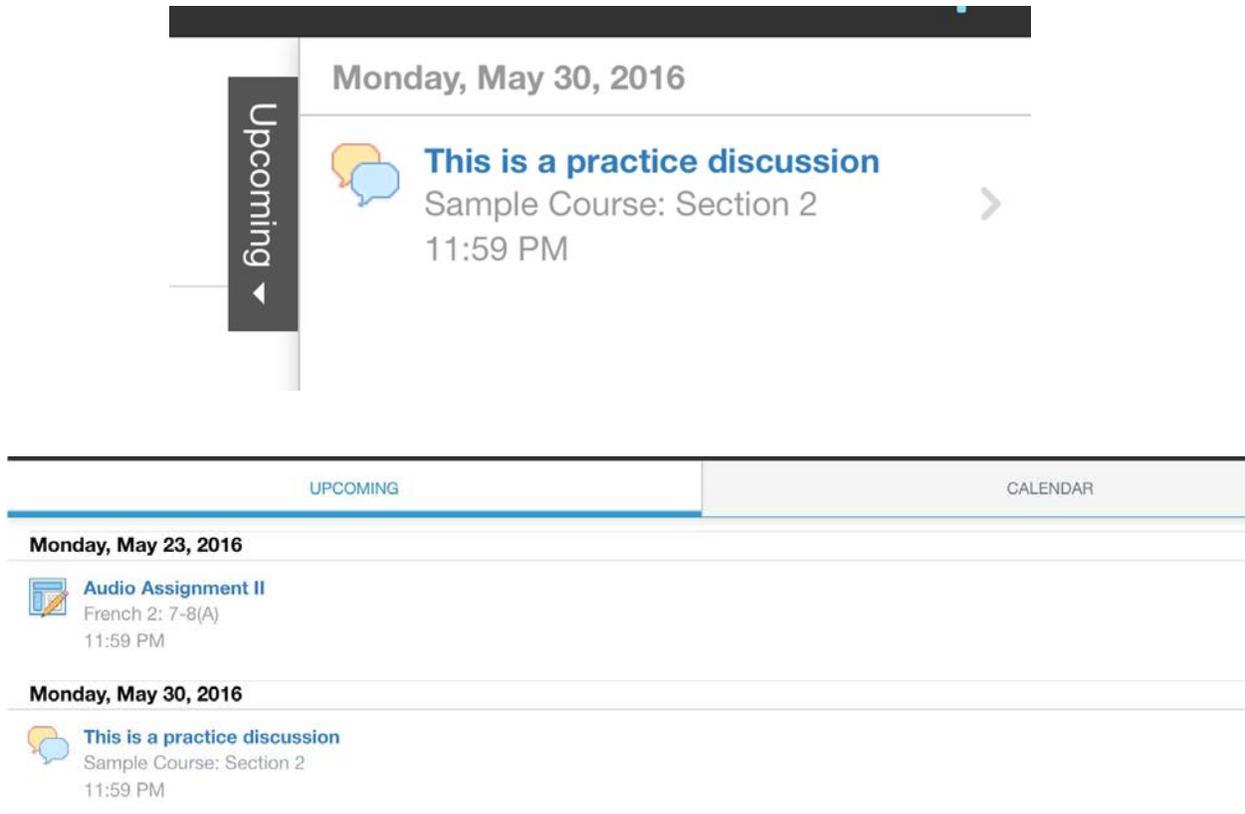


After your teacher has reviewed your submission and commented on or graded it, you'll receive more notifications in the same spots as when the assignment was posted.

To Post To a Discussion

A Discussion is an interactive, threaded conversation between you, your classmates and your instructor. A Discussion allows participants to respond to comments made by others.

You can access a course Discussion in various ways; you can click on the link for that Discussion under Upcoming Events, you can find it in class materials or by finding it in the Calendar on your dashboard.



Clicking on a date on the Calendar will show discussions/assignments that are due that day.

1. Tap on the Discussion link.
2. Tap on the Discussion Tab.
3. Tap the + sign. Enter your comment and/or an attachment. Tap the check mark to submit. You can also tap the Reply link to enter your post as well.