

# SCHOOLGY

*for parents*

This is a comprehensive parent guide for all things Schoology! You can use the Table of Contents below to find the information relevant to you.

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Parents can see their student's classes in Schoology- all they have to do is **Create an Account** and **Add their Student**. From there, parents are able to look at student assignments, grades, feedback, and overdue/missing assignments. They will also see class updates, and can message the teacher.

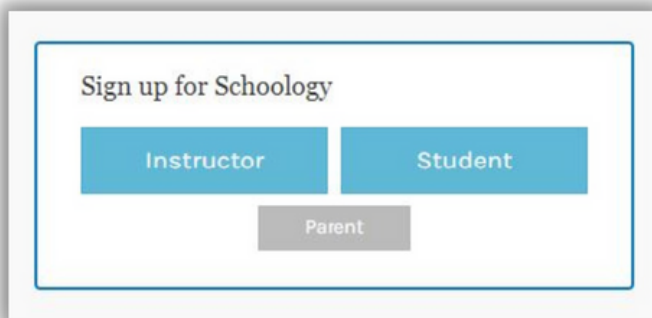
## Create an Account

Create an account, and add your student(s) with their parent code. You only need to do this step once.

- Get your student's **Parent Code**. Your student's teachers all have the code, as well as the front office. Each student has ONE code- you do not need one for each class.
- Go to [www.schoology.com](http://www.schoology.com) and click **Register**.



- Choose **Parent**, then enter the student's **Parent Code**.



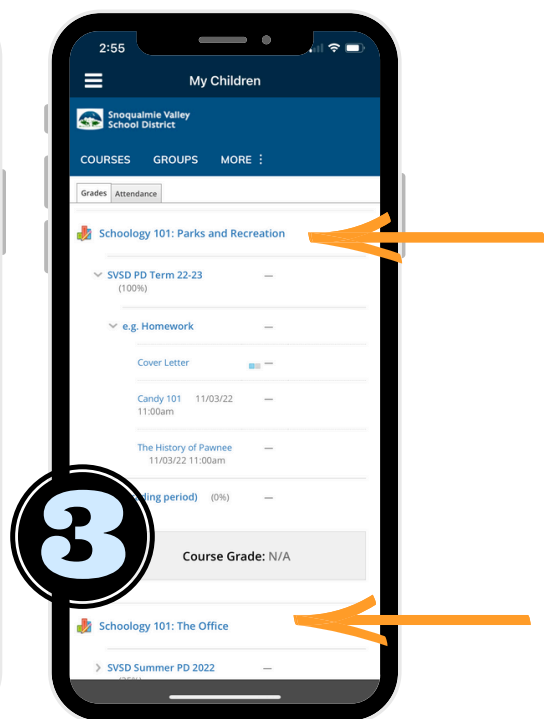
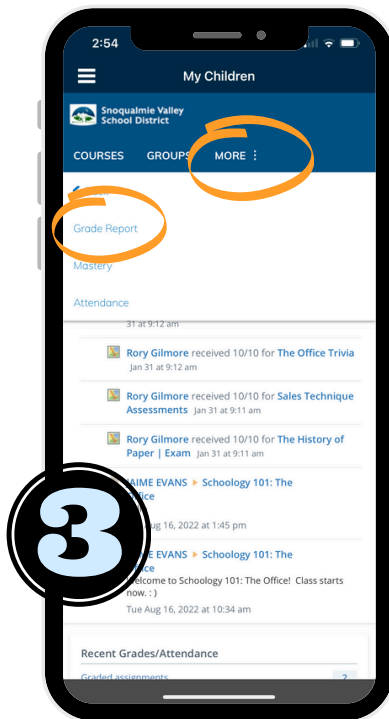
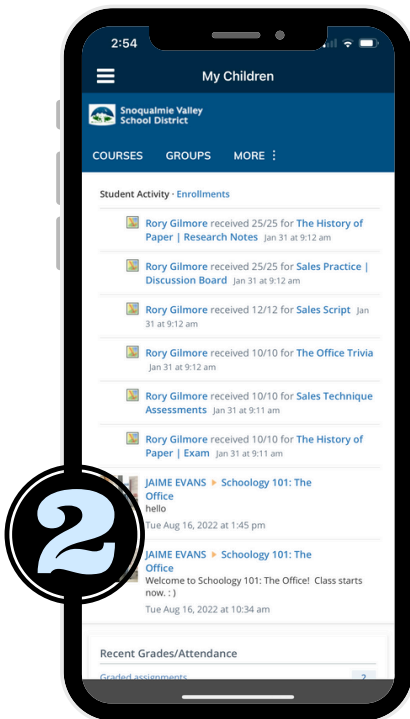
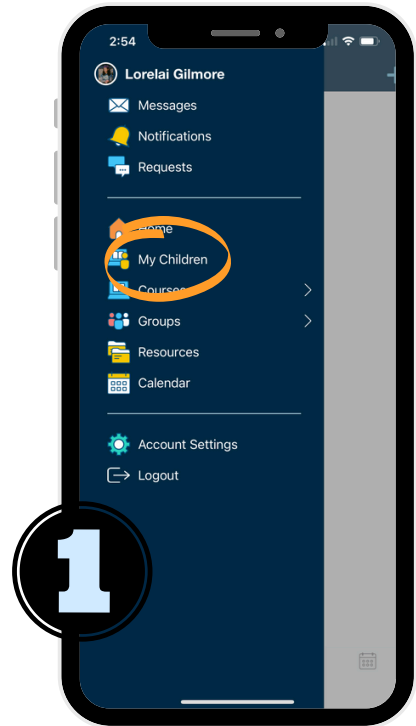
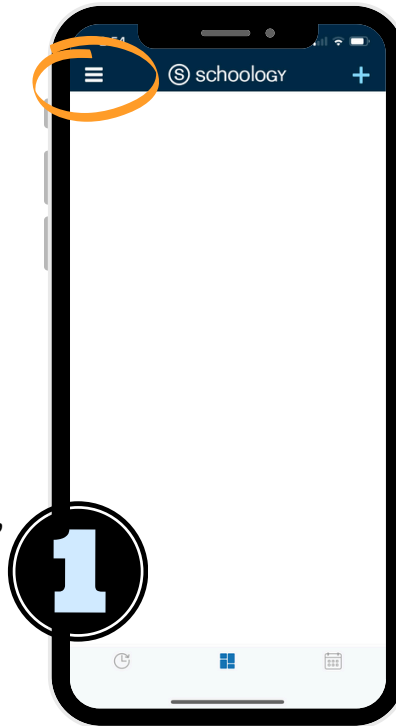
- Enter your information (name, email, password) and click **Register**.

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## Mobile View Instructions

When you first login, your screen may look blank. To see your student's activity, you will need to switch to their view. If you are on your phone, follow these instructions.

1. Click on the **menu** icon in the upper left corner. Select **My Children**. Click on your student.
2. Now you are looking at your **Student's View** of Schoology. Activity such as **Course Updates** and **Assignments** will populate the screen.
3. To see **Grades**, click More, Grades, and Grade Report. Click on each course and grades will populate below.

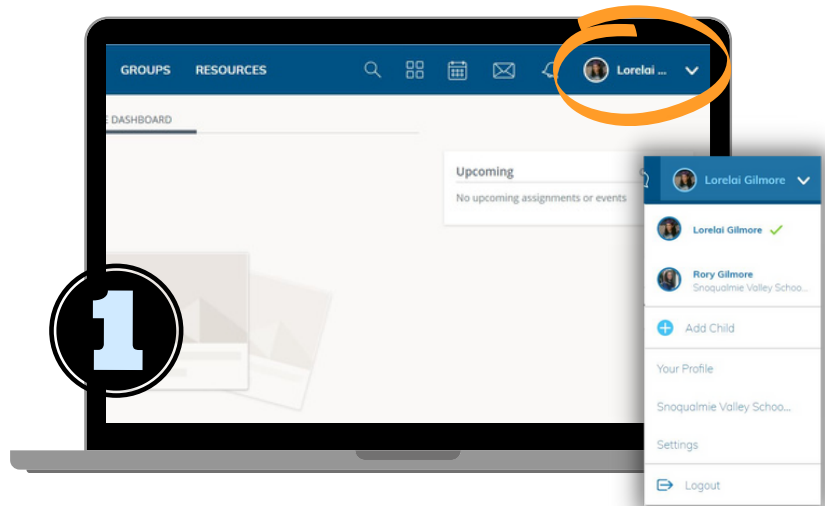


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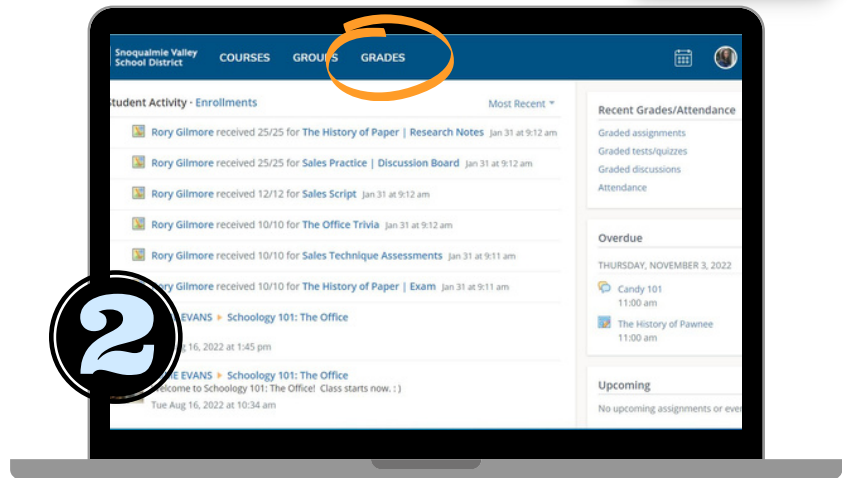
## Desktop View Instructions

When you first login, your screen may look blank. To see your student's activity, you will need to switch to their view. If you are on your desktop or laptop, follow these instructions.

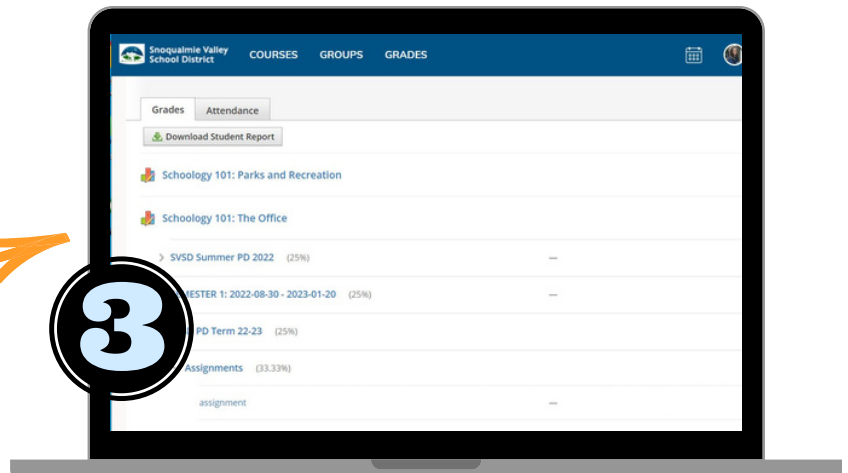
1. Click on your **profile icon** in the upper right corner of the screen. Click on your student's icon to switch to the **student view**. You will also use this menu to **add additional students** you have in the district.



2. Now you are looking at your **Student's View** of Schoology. Activity such as **Course Updates** and **Assignments** will populate the screen.



3. To see **Grades** and **Grade Report**. Click on each class and grades will populate below.



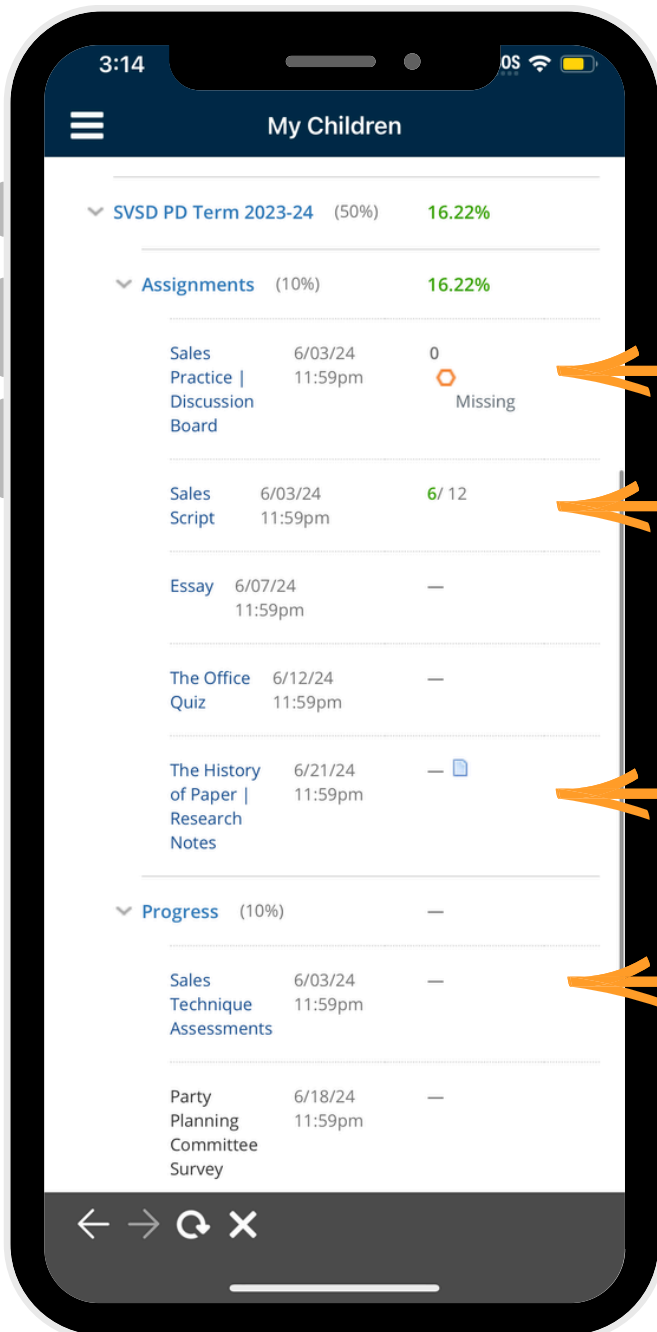
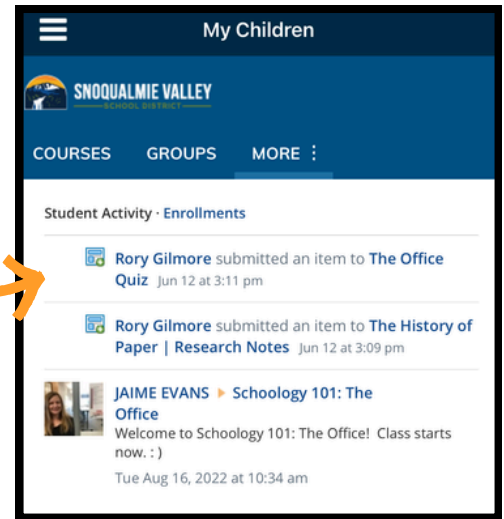
Click on each course title. Assignments and grades will populate below.

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## Tips for Understanding Grades

When looking at your student's grade in Schoology, you can differentiate between assignments that are missing, graded, and turned in but not yet graded.

You can see recent assignment submissions on the Student Activity Page



**Missing Assignments** are marked with an orange hexagon.

**Graded Assignments** have a score.

**Ungraded Submitted** assignments have a paper icon.

**Ungraded Tests/Quizzes** are marked with a dash (regardless of whether or not they have been turned in).

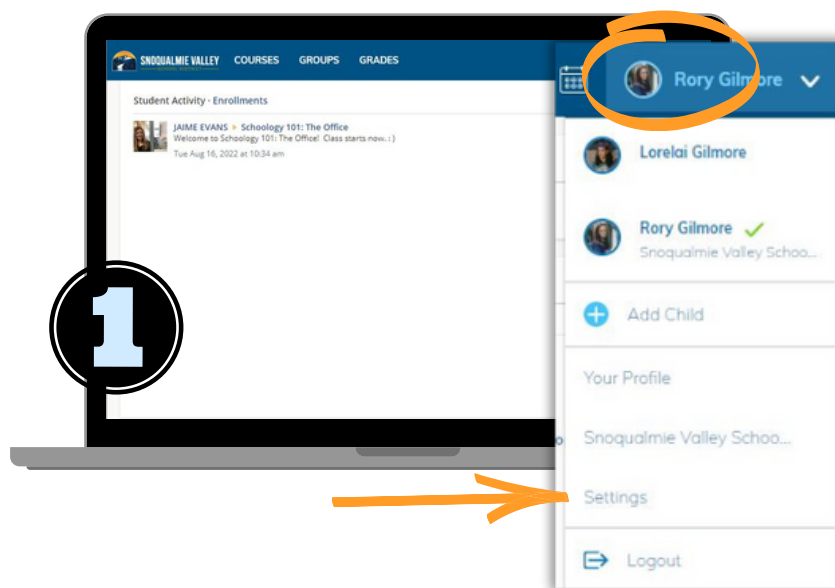
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## Family Digest

You can adjust how often you receive updates about your student's activity in Schoology in the Family Digest.

Once you are logged in, make sure you are on your student's profile.

1. If your name is in the top right corner of your screen, click on it, and then select a child. Your **Digest** settings will be the same for all of your children, so it doesn't matter which child you pick right now. Click on the small white carrot next to your child's name in the top right corner of your screen, then select **Settings**.



2. Select the **Notifications** tab, then set your preferences.

