



eLearning Guide

Remote Learning Guide

Everything you need to
know for successful
elearning.



1. Know

what tools you need & how to access them



Google Classroom



Gmail

Clever

To sign in with Google:

username/email: first + last name@tcsc.k12.in.us

password: first + last name + lunchcode

Ex. John Smith's lunch code is 1234. His login information would be:

username: johnsmith@tcsc.k12.in.us

password: johnsmith1234

MacBook Pro

2. Look

for daily assignments and materials



- Your teacher(s) will have assignments and materials posted on elearning days by 9 AM, giving you plenty of time to work.
- On inclement weather days that result in an unplanned elearning day, your teacher(s) will be available via email during regular school hours.
- Make sure to complete the daily attendance assignment in Google Classroom, if applicable.



3. Ask

if you need help. Don't wait!

Your teacher(s) can help with most questions.

If your teacher or parent is unable to help, submit a ticket to our award-winning technology department.

Parents or students can click the button to get started and a member of our team will follow up with you!

