How to complete Digital Equity Survey in SchoolTool

To complete a Digital Equity Survey for each student in the household, begin by logging into SchoolTool.
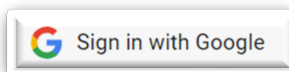
1. Login to SchoolTool website

Parents/Guardians can log into SchoolTool and access student information. You will need a SchoolTool account. If you don't have an account, contact the student's school.

Logging In:

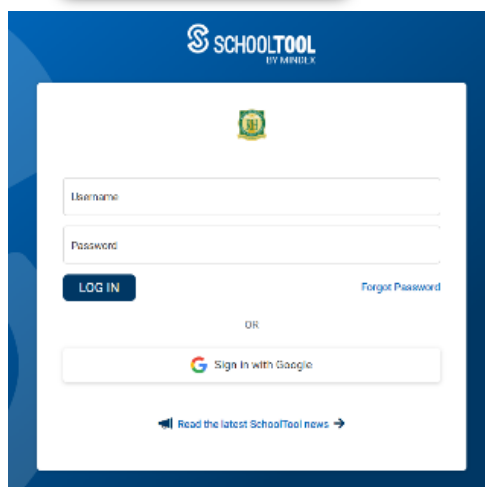URL: https://monroeoneric01.schooltool.com/RHCSD/Default.aspx

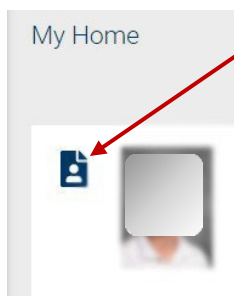If your e-mail address is a Gmail account use

OR enter

Username: This is your e-mail address
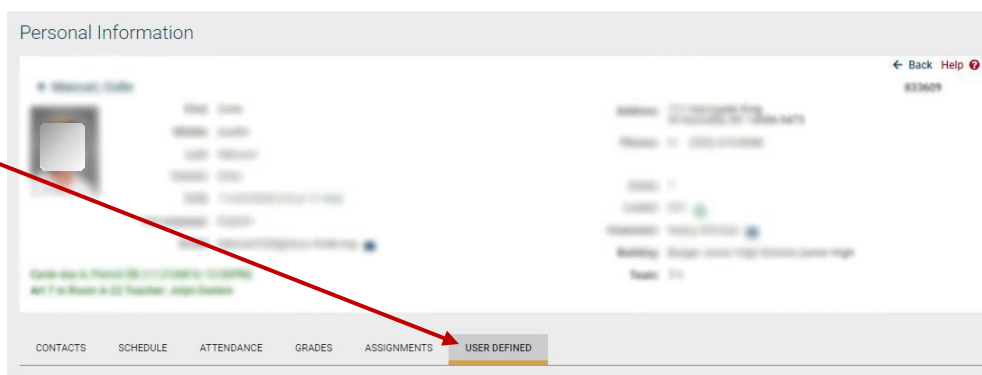**Password: This is case sensitive**

2. Locate the student for whom you wish to complete a Digital Equity Survey

To access the student record, click the View Student Record button, or click on the student's photo or name.
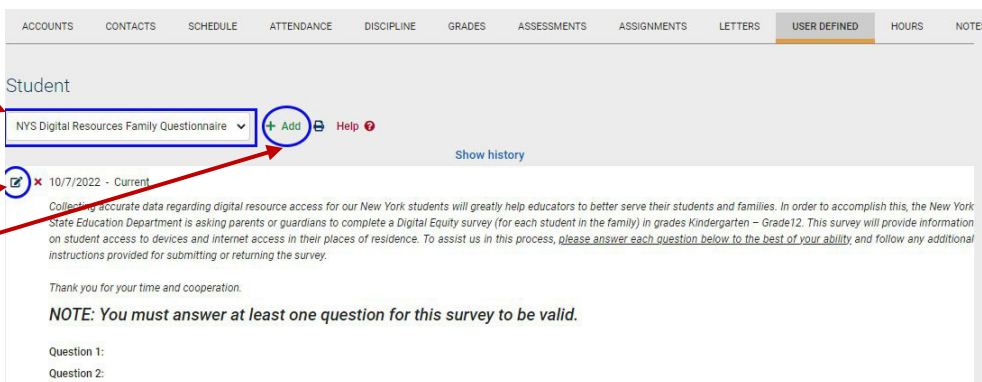
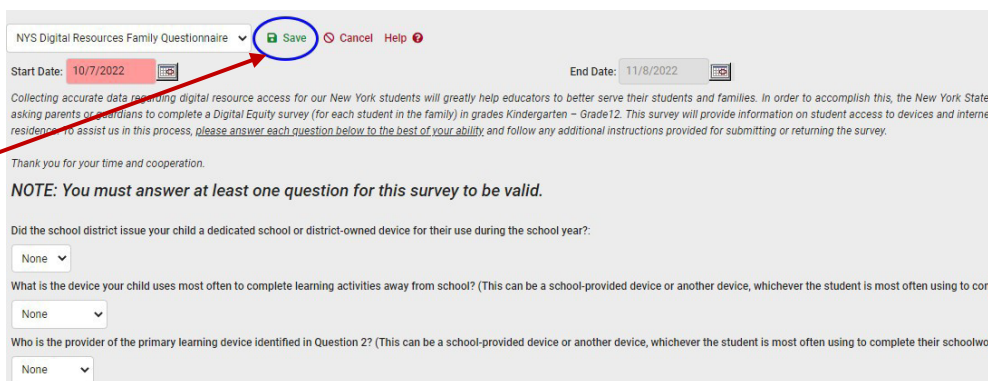**3.** **Click on the User Defined tab (it's available from any module).**

Personal Information

← Back Help ⑦

833609

CONTACTS   SCHEDULE   ATTENDANCE   GRADES   ASSIGNMENTS   **USER DEFINED**

4. **Use the dropdown to choose the NYS Digital Resources Family Questionnaire.**
Click the Edit ☑ button if a survey exists or the Add button ＋ Add if no survey exists.

ACCOUNTS   CONTACTS   SCHEDULE   ATTENDANCE   DISCIPLINE   GRADES   ASSESSMENTS   ASSIGNMENTS   LETTERS   **USER DEFINED**   HOURS   NOTES

Student

NYS Digital Resources Family Questionnaire ▼   ＋ Add   🖨 Help ⑦

Show history

☑ ✕ 10/7/2022 - Current

Collecting accurate data regarding digital resource access for our New York students will greatly help educators to better serve their students and families. In order to accomplish this, the New York State Education Department is asking parents or guardians to complete a Digital Equity survey (for each student in the family) in grades Kindergarten – Grade12. This survey will provide information on student access to devices and internet access in their places of residence. To assist us in this process, please answer each question below to the best of your ability and follow any additional instructions provided for submitting or returning the survey.

Thank you for your time and cooperation.

NOTE: You must answer at least one question for this survey to be valid.

Question 1:
Question 2:

5. **Leave the Start Date and End Date as shown.**
Answer each question using the dropdown and click the Save 🖫 Save button when you're done to submit the survey.

NYS Digital Resources Family Questionnaire ▼   🖫 Save   ⊘ Cancel Help ⑦

Start Date: 10/7/2022 🖩   End Date: 11/8/2022 🖩

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Thank you for your time and cooperation.

NOTE: You must answer at least one question for this survey to be valid.

Did the school district issue your child a dedicated school or district-owned device for their use during the school year?:

None ▼

What is the device your child uses most often to complete learning activities away from school? (This can be a school-provided device or another device, whichever the student is most often using to com

None ▼

Who is the provider of the primary learning device identified in Question 2? (This can be a school-provided device or another device, whichever the student is most often using to complete their schoolwor

None ▼

6. **After saving, a copy of your responses will be displayed.**

NYS Digital Resources Family Questionnaire ▼   ＋ Add   🖨 Help ⑦

Hide history

☑ ✕ 10/7/2022 - 10/7/2022

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Thank you for your time and cooperation.

NOTE: You must answer at least one question for this survey to be valid.

Question 1:
Yes
Question 2:
Chromebook
Question 3:
School
Question 4:
Not Shared
Question 5:
Yes

7. **To make changes to the saved survey, click Edit ☑ to update your response. Then click Save. 🖫 Save**