

Dear Families,

The purpose of Schoology is to increase interaction between students and teachers. As a parent you will be able to view your child's work, Schoology grades, and teacher feedback. To follow your child's learning journey you will need to create a Schoology parent account.

If you have a child in our secondary schools and already have an account, you will simply need to add your elementary child. If you need to create a new account, please refer to the directions below.

Should you need more assistance with your parent Schoology account, please email [schoology@wcasd.net](mailto:schoology@wcasd.net).

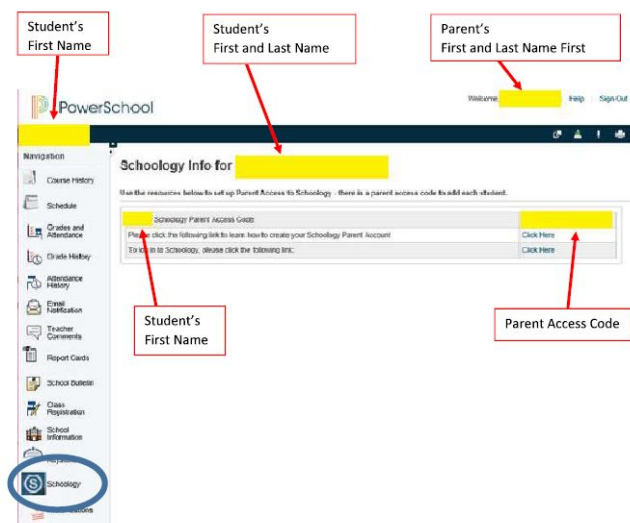
## Get Started with Schoology!


### I already have an account for another child...

1. Log in to Parent Portal
  - Select the Schoology icon from the navigation menu on the left
  - Identify your Child Code to use later on Schoology
2. Log in to your Schoology account
3. Select the arrow next to your name in the upper right corner
4. Select *Add Child*
5. Enter your Child Code from Parent Portal (Step 1)
6. Select *Use Code*
  - Select the arrow in the upper right to switch between your children's accounts
  - Only children within the same district can be connected to one parent account. If you have a child in a different district, you can link two separate parent accounts

### I do not have an account yet...

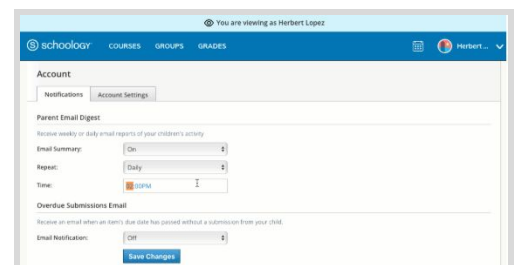
1. Log in to Parent Portal
2. Select the Schoology icon from the navigation menu on the left
3. Identify your Access Code to use on Schoology in Step 5



4. Go to [www.schoology.com](http://www.schoology.com) 
5. Select *Sign Up* at the top of the page and choose *Parent*
6. Complete your registration for a parent account
7. Enter your Parent Access Code found in Step 1 from Parent Portal

## Notification Settings

1. Click the arrow on the top right of Schoology
2. Select a child from the list that appears
3. Once you have selected the appropriate child, click the downfacing arrow again
4. Select *Settings*
5. From the *Notifications* tab, you can opt to receive an **Email Summary** and/or **Overdue Submissions Email**
6. Select *Save Changes* to update your settings



[For more information about notifications, click here](#) or scan the QR code.



