Remote Learning Quick Guide for Families

Schools should use this document to support families during remote learning opportunities.

	Technical Support
	● If your problem is associated with an assignment or a program, communicate with your classroom teacher first. As needed, the teacher will reach out to the technology department.
	● The IT Help Desk cannot assist with the following:
	   ○ Hardware issues with personal devices
	   ○ Printers at home
	   ○ Your home internet service

Student login information	Most of the below resources will require the student's login information. ● The student's username is of the format: 1st three initials of first name followed by the middle initial if it exists followed by the 1st four of last name followed by the MMDD of their DOB. No special characters or spaces. (Ex: johqsmit0331 or janrjone1014) ● The student's gmail address is the above username with @attalla.k12.al.us appended to it. (Ex: johqsmit0331@attalla.k12.al.us) ● Each child has a unique password. Student passwords are their lunch #. Any 4 digit lunch # should be preceded with 00 (Ex: 765123 or 001825). Check with the teacher if you need help with a student password. Teachers should not share student passwords via email. ● By using the Google Chrome browser on a computer, students can sign into the browser using the gmail address and password as detailed above. This will allow them instant access to what they are used to here at school while signed into a chromebook. See below in the section for Google Chrome.

	Amidst the COVID-19 pandemic, some internet providers are extending offers for free home internet services:
	
	● Comcast (1-800-934-6489):
	   ○ Xfinity WiFi Free For Everyone via hotspots
	   ○ Discounting data limits
	   ○ No disconnect or late fees
	   ○ News, Information and Educational Content on X1 and Flex
	● Charter (1-844-488-839):
	   ○ Free Spectrum broadband and Wi-Fi access for 60 days to households with K-12 and/or college students, who do not already have a Spectrum broadband subscription, at any service level up to 100 MBPS. Install fees waived.
	   ○ Open Wi-Fi hotspots across their footprint for public use
	   ○ For eligible low-income households without school-aged children, Charter continues to offer Spectrum Internet Assist, a low-cost broadband program delivering speeds of 30 Mbps.
	● AT&T (1-800-288-2020):
	   ○ Free access to its public WiFi hot-spots
	   ○ Suspending terminations and late fees for nonpayment

	○ Unlimited data for consumer home internet wireline customers and fixed wireless internet customers ● T-Mobile (1 (800) 937-8997): 　○ Unlimited data to all current customers who have plans with data for the next 60 days 　○ Additional data to mobile hotspots Guest Wifi is available at all school main parking lots as well as the BOE. It is also available at Etowah High School behind the lunchroom loading dock near the track and also near the band building.

	What is Chrome? ● Chrome is a Web Browser made by Google. ● From the Chrome Browser, students can easily access their Attalla City Schools Google Account. ● The directions below only apply to personal home devices. **Sign in directions for a Windows/Mac computer:** 1. Download and install the Chrome Browser if it isn't already (https://www.google.com/chrome/). 2. After you have installed the program, open **Chrome**. 3. In the top right, click the button of the person icon. 4. Click **Turn on Sync.** 5. Sign in to your Google Account using your Attalla gmail and password. 6. Click **Link Data**, then click **Yes I'm in** 7. At that point, within a few seconds, your child's bookmarks folder will appear as well as several extensions such as Clever below. The Clever portal should be the homepage the next time Chrome is launched. You can click the home button to launch the Clever portal. **Sign in directions for tablets and phones:** 1. Visit your mobile devices's respective app store and search for the Google Chrome app. 2. Sign in to the app using your ACS Google account. 3. It is recommended to install all major Google apps and connect each to their Attalla Google account (Chrome, Gmail, Drive, Docs, Slides, Sheets, Classroom, Meet).
	What is Clever? ● Clever is an online portal for easy access to commonly used learning applications. ● Students can access a district page as well as a customized teacher page. ● Learning applications may include district paid resources, links to webpages, and links to teacher created documents. **Sign in directions for computer:** 1. Perform the procedures detailed in the Google Chrome section above.

	2. Click **Log in with Google.**
	3. The Clever portal will now load.
	
	Sign in directions for Chromebook:
	  1. Sign into the Chromebook using the student's ACS Gmail account.
	  2. The Clever portal will be the homepage.
	
	Sign in directions for tablets:
	  1. Download the Clever app.
	  2. Click **Log in with Google**.
	  3. Enter your child's ACS Gmail address and password.

Schools**PLP**	**What is SchoolsPLP?** ● SchoolsPLP is a Learning Management System (LMS). ● Full remote students will utilize SchoolsPLP. ● Traditional students may also be asked to utilize SchoolsPLP. **Sign in directions:** ● Access through Clever after performing the procedures outlined in the Google Chrome and Clever sections above. ● The same link is also available via the students managed bookmarks in the Chrome browser.
	What is Gmail? ● Your child's Attalla City Schools monitored email account ● Gmail will be used for communication. Please check on a daily basis. ● Gmail is available for grades PK-12 with PK-8 being restricted to send/receive within our Attalla domain only. **Sign in directions for Chromebook:** ● Access through Chrome *OR* ● Access through your Drive ("waffle") *OR* ● Go to https://mail.google.com/ **Sign in directions for a home computer:** ● First perform the procedures detailed in the Google Chrome section above. ● Access through Chrome *OR* ● Access through your Drive ("waffle") *OR* ● Go to https://mail.google.com/ **Sign in directions for tablets:** ● Download Gmail app from your tablet's app store ● Sign in using the student's ACS email address.
	What is Google Classroom? ● A paperless way for students and teachers to distribute, create, and grade assignments ● Teachers can send parents a daily summary of assignments. **Sign in directions for a Windows/Mac computer:** ● First perform the procedures detailed in the Google Chrome section

	above. ● Access through your Drive ("waffle") *OR* ● Go to https://classroom.google.com/ **Sign in directions for tablets:** ● Download the Google Classroom app from your tablet's app store *OR* ● Go to https://classroom.google.com/ in a browser app **Sign in directions for Chromebook:** ● Access through your Drive ("waffle") *OR* ● Go to https://classroom.google.com/
	What is Google Meet? ● Google Meet is a video conferencing tool that your child's teacher may choose to use to stream lessons live, record lessons, or schedule a video call to enhance their instruction. Webcams and mics can be "muted" to limit or prevent viewing at your discretion. **Sign in directions:** ● The teacher will share a link via Google Classroom or Gmail that students use to join a Meet. **Sign in directions for tablets:** ● Download the Meet app from your tablet's app store ● Sign in using the student's ACS email address.
	What is IXL? ● IXL is a personalized math and ELA platform. **Sign in directions:** ● Access through Clever after performing the procedures outlined in the Google Chrome and Clever sections above.
	What is Renaissance Learning? ● Renaissance Learning is a pre-K—12 assessment and practice software. **Sign in directions:** Access through Clever after performing the procedures outlined in the Google Chrome and Clever sections above.
	What is Reading Horizons Discovery? ● The Reading Horizons Discovery Software gives teachers an automated assistant for monitoring student progress and reinforcing teacher-led instruction. **Sign in directions:** Access through Clever after performing the procedures outlined in the Google Chrome and Clever sections above.

	What is MyOn?
	● Renaissance myON® Reader is a student-centered, personalized literacy environment that gives students access to more than 6,000 enhanced digital books. ● MyON is only available for K-5 students. **Sign in directions:** Access through Clever after performing the procedures outlined in the Google Chrome and Clever sections above.