



Schoology: Getting Started for Parents

Parents are encouraged to access Schoology via a parent account to:

- Assist their student(s) in successfully managing upcoming assignments/homework.
- Remain up-to-date with news and announcements.
- See the instructional content being provided to your student(s).
- Gain access to all of the above resources while not affecting your student's work/progress as well as maintaining the legal privacy of all other students.

Creating an account:

1. To create an account you must have an access code for your student. If you have not received an access code please contact techhelp@foresthills.edu.
2. Go to www.schoology.com and click on the sign up button.
3. Choose the **parent** button among the options presented when hovering over sign up.
4. Enter the **access code** for your student.
5. Fill out the contact information form to create your account.
6. Once an account has been created Schoology will provide a brief on screen tutorial/tour.
7. Add additional students by clicking on the down arrow in the top right hand corner and selecting + **Add Child** from the list of options.

Write down your login credentials for future use:

Email Address: _____

Password: _____

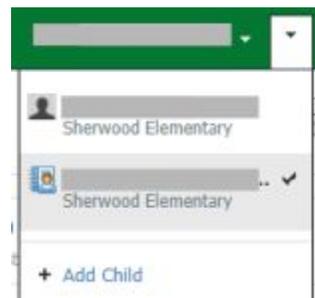
Change Your Password:

If you know the email you signed up with but cannot remember your password. Use <https://app.schoology.com/login/forgot> to reset your password.

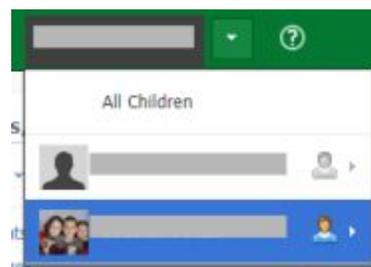
Note: Schoology accounts persist from one year to the next. Once you've created an account, that account will be valid until all associated students are no longer in the Forest Hills system.

Using Schoology (as a parent):

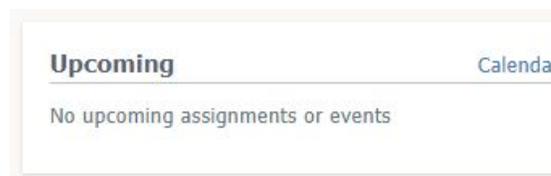
1. To access your existing account go to www.schoology.com and click on **log in**.
2. Use your **email address** and **password** to log in.
3. Access accounts for your student(s) by clicking on the **down arrow** in the top right corner and selecting the appropriate account(s) from the dropdown menu.



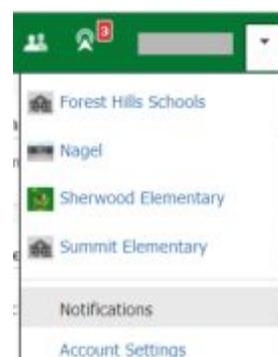
4. Toggle between multiple students by clicking on the **student's name** and selecting other names from the drop down menu.



5. View all class and group updates/calendar events that pertain to your child on the **home screen**.
6. Use the **calendar** feature to view upcoming assignments/due dates and the **courses tab** to access content from individual classes.



7. Modify your email and/or smartphone notifications by clicking on the down arrow in the green box next to your name and then selecting **notifications** from the dropdown menu.
 - You may elect to receive emails or smartphone notifications for missing/late assignments, submitted assignments, etc.



Need Help?

If you do not recall the email address you used or have other account issues please contact parenthelp@foresthills.edu for assistance.

For more in-depth information, visit <https://bit.ly/Schoology-Parent-Guide>