HOW TO LOG IN TO YOUR STUDENT'S GOOGLE ACCOUNT FROM HOME

1. Make sure you have the Chrome Browser downloaded onto your home Mac or PC

2. Select the Person Icon at the Top Right Hand corner (Same level as the address bar)

3. Login by using your student's login information

   Email address: firstinitialfirstnamefulllastnamegradyear@altalomasd.com

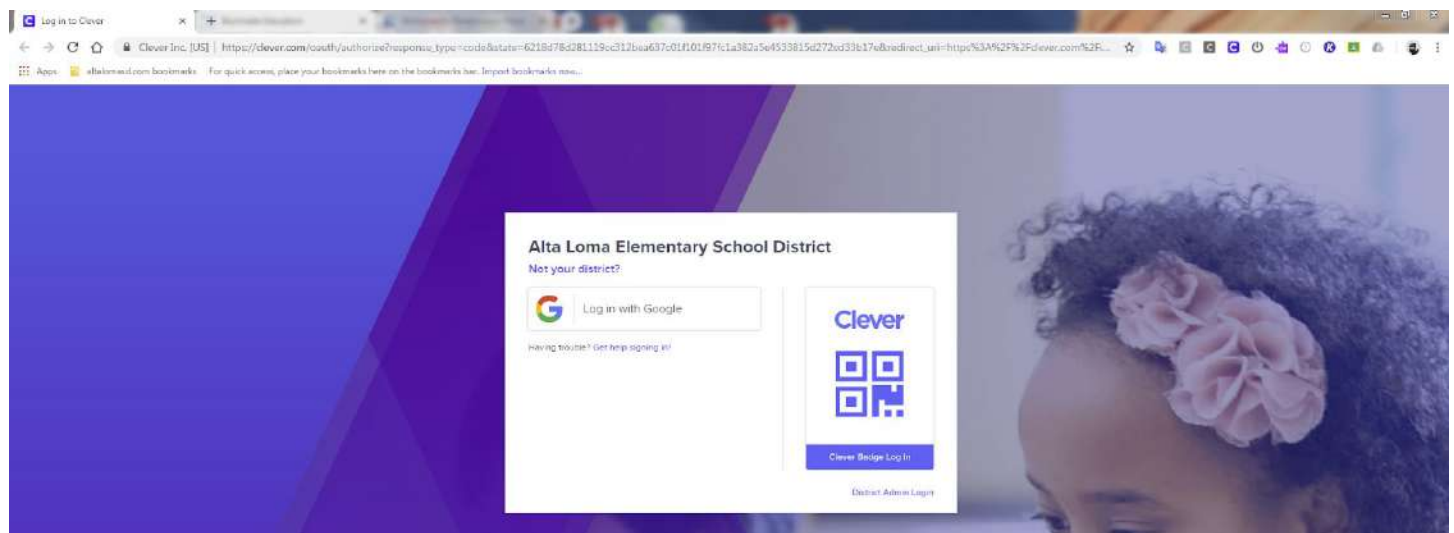   (example: John Smith kindergartner = jsmith2032@altalomasd.com)

   Password:

   Student Lunch Number (Please keep this information as secure as possible as the student will keep this lunch number and password till they leave Alta Loma School District)

4. Turn on Sync

5. If the option of "Create New Profile" is given, select this option. If not not select "Link Profile"

   Once the student is logged in, all Chrome Extensions and Bookmarks will appear and the student should be able to navigate around from here.

6. . House Icon will take students to their Clever Page and they just need to select "Log in with Google"

HOW TO ACCESS GOOGLE CLASSROOM ONCE STUDENTS ARE LOGGED IN TO CHROME

Once Students are logged into Chrome, the top bar will look like this:

Look for this icon and the student will select "Open Classroom"