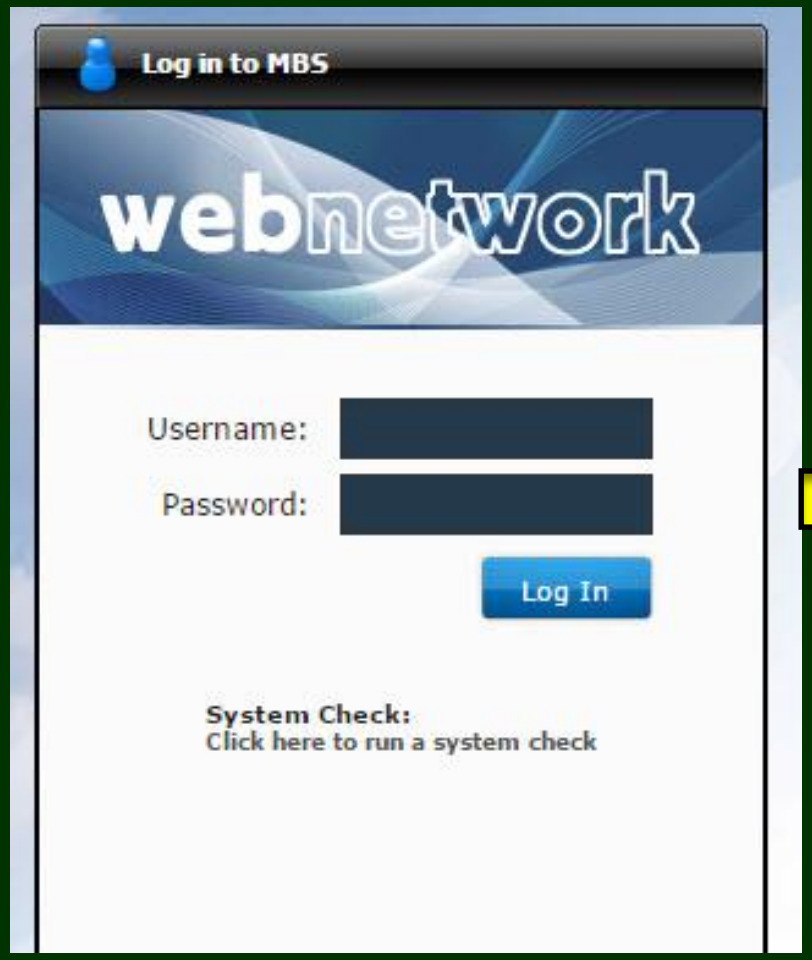
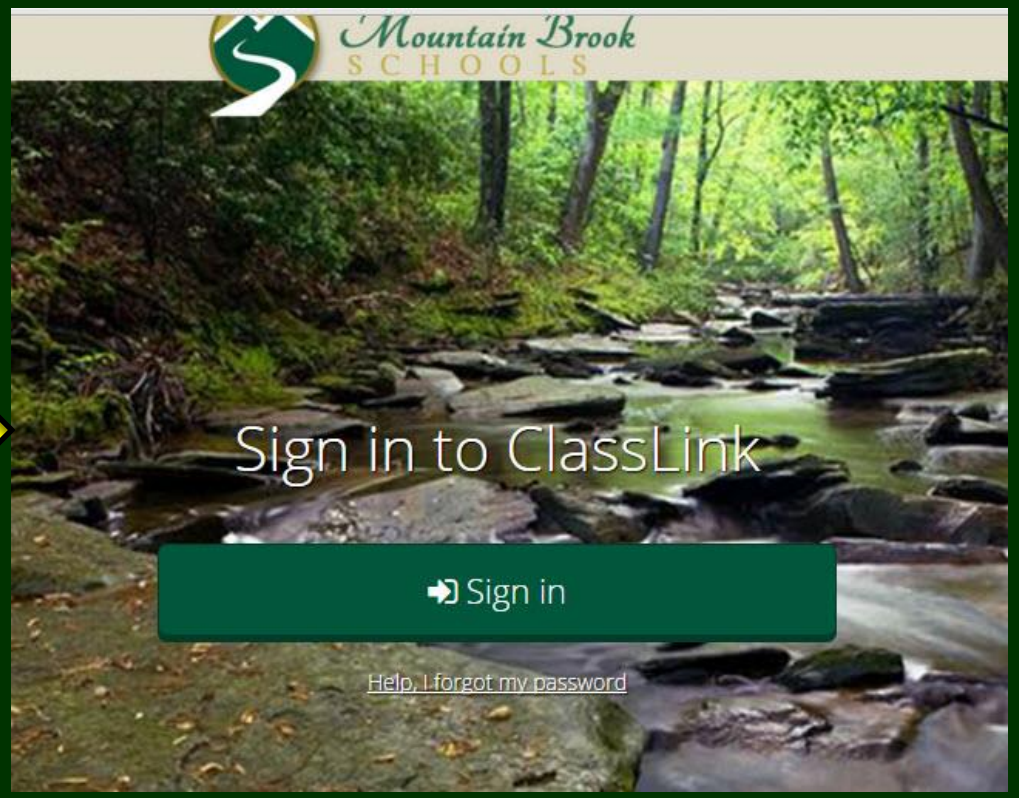
# MBS Tech Assist

*Technical Assistance for Parents, Students, and Staff*

*Where and When YOU Need it!*

# MBS Launches New Portal



# Access

www.mtnbrook.k12.al.us

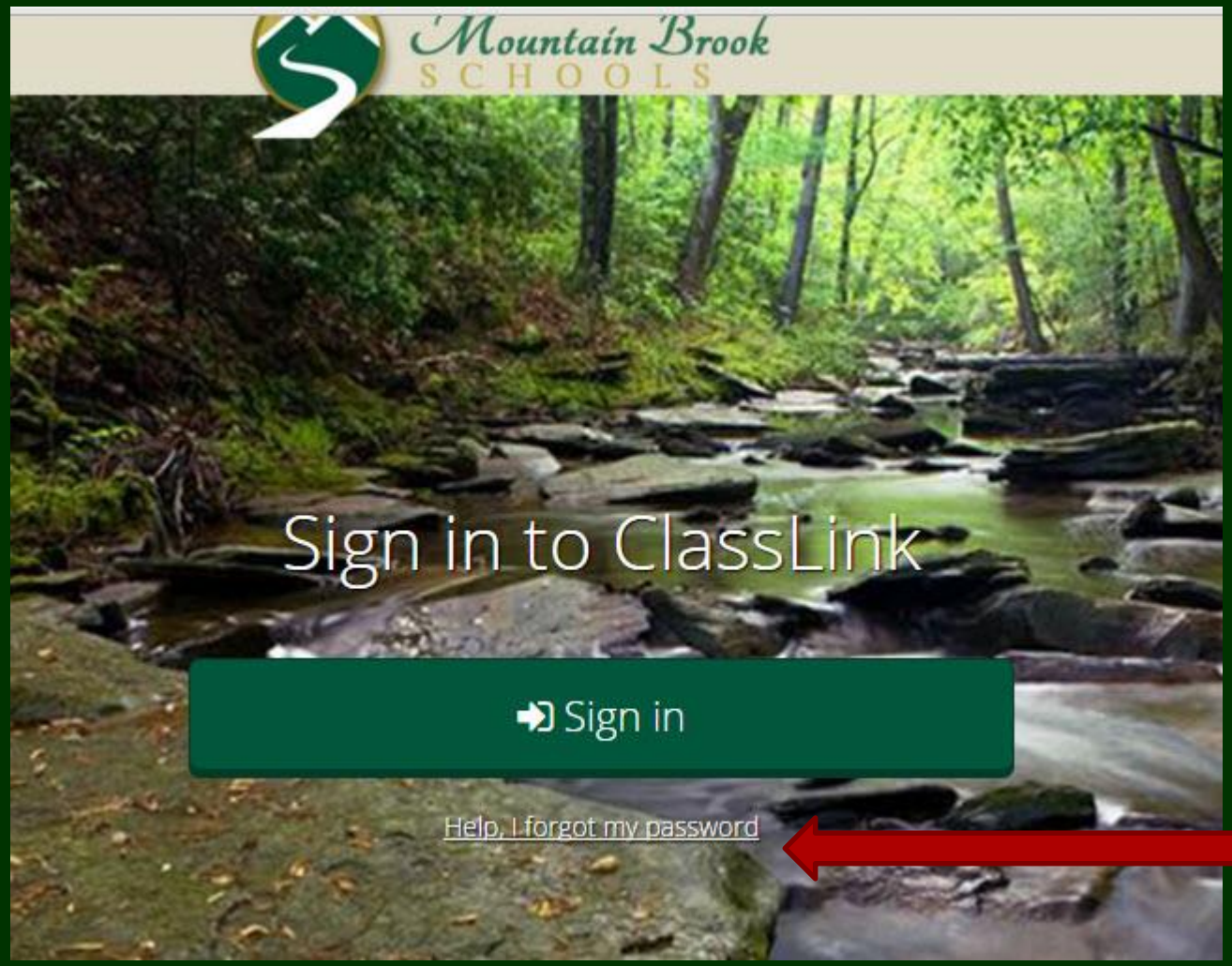
1 FOR PARENTS

2 FOR STUDENTS

3 FOR STAFF

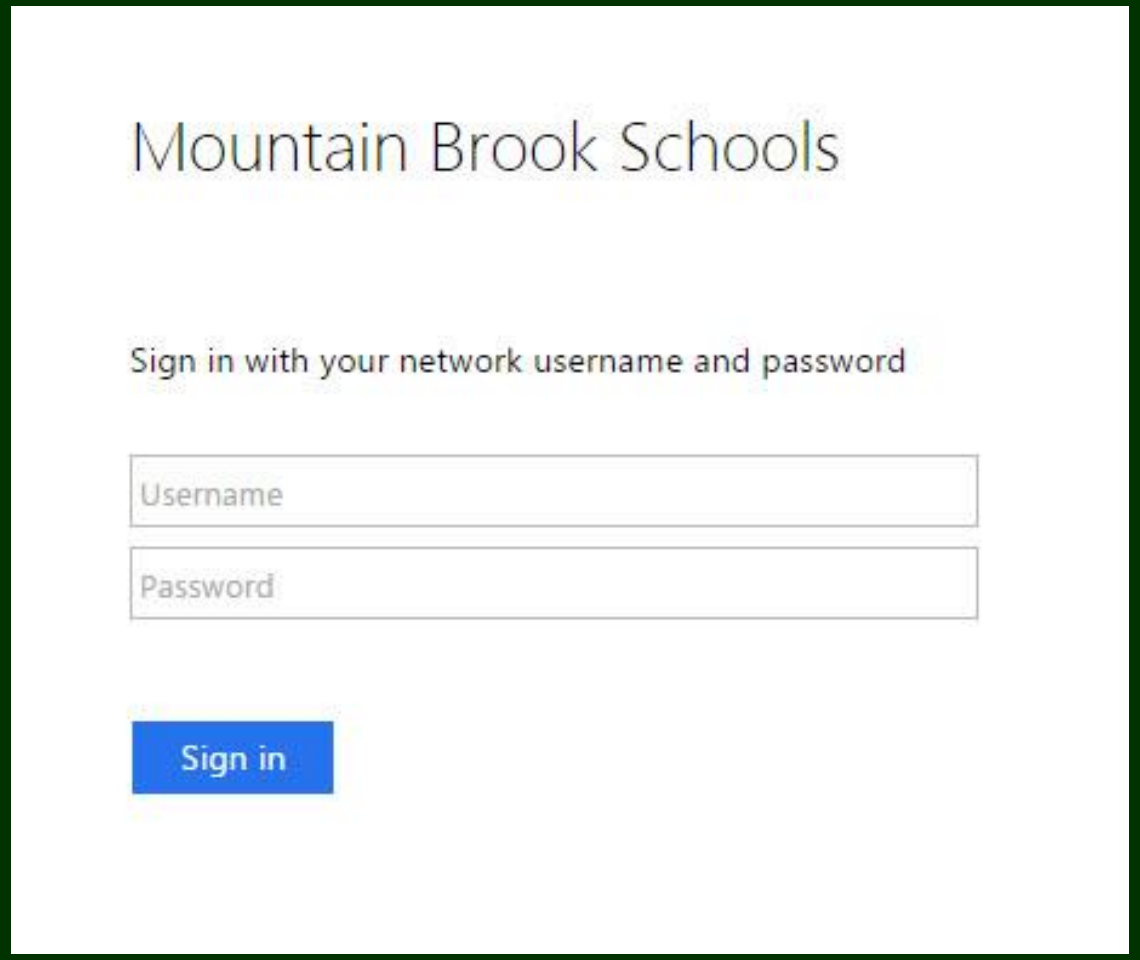
- Aesop
- Employee Self Service
- MBS Web Mail
- My Classlink
- Office 365
- STI PD
- Trip Direct and IT Direct

# At Home or on Campus



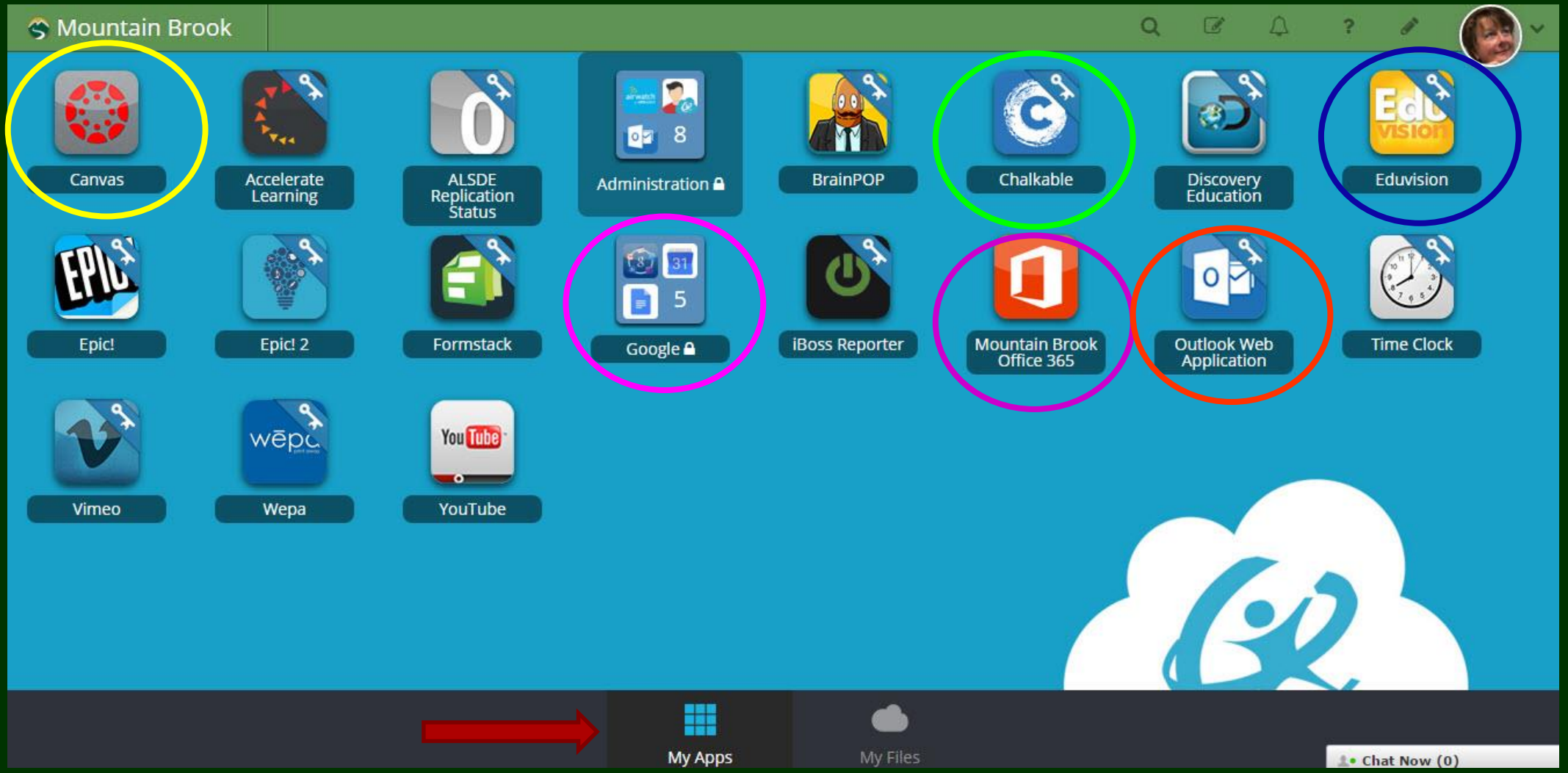

- Parents
- Students
- Staff

# Off Campus




Use same Username
Use same Password

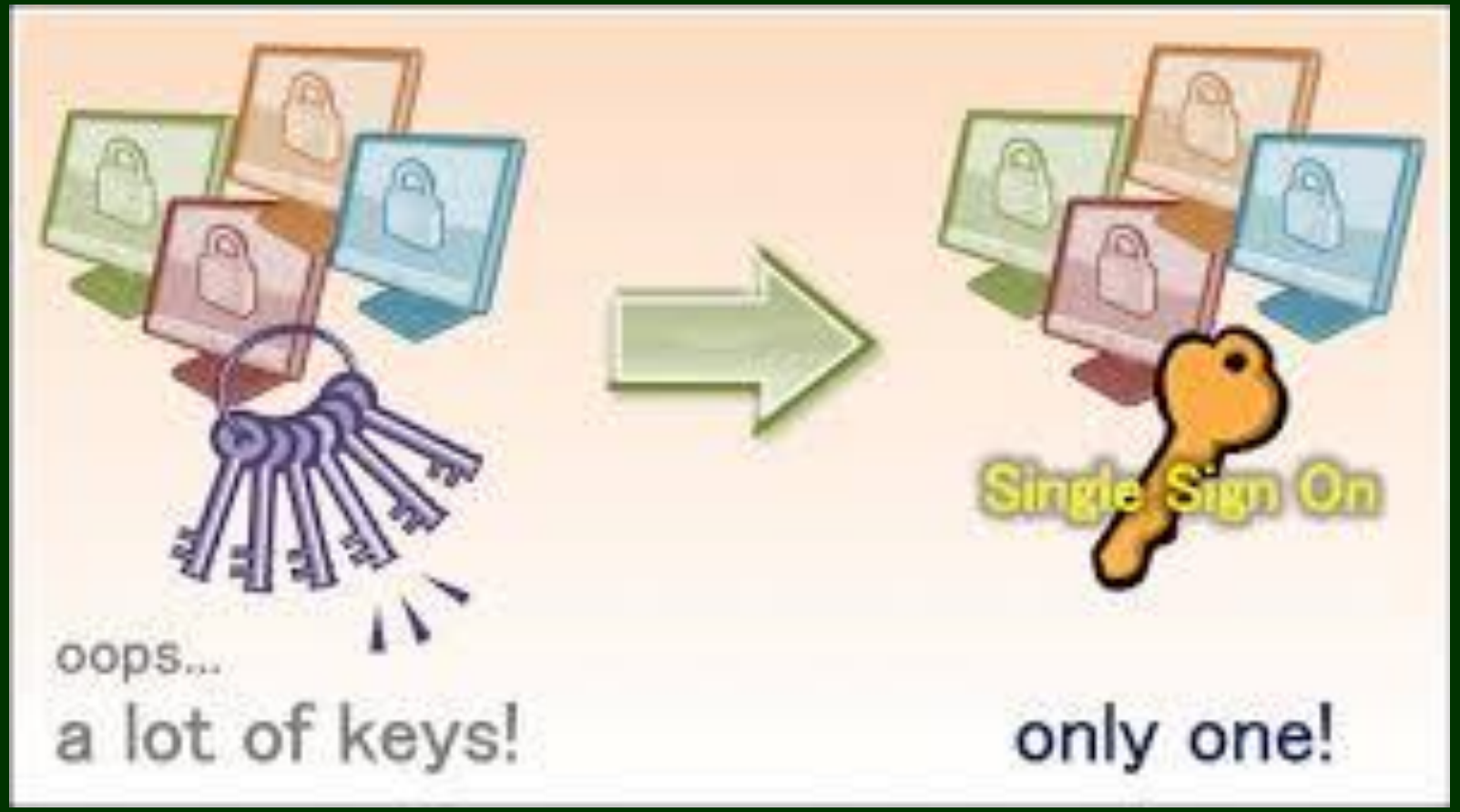
# ClassLink Dashboard



# Pause....

# What is Cloud Computing?

# What is Single Sign On (SSO)?



# How does it work?

Accelerate Learning

Canvas

BrainPOP

Discovery Education

Chalkable

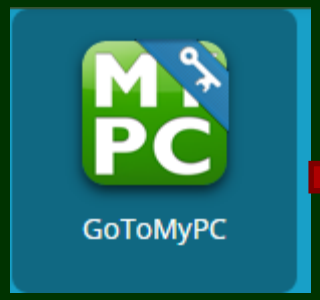
Google

Mountain Brook Office 365

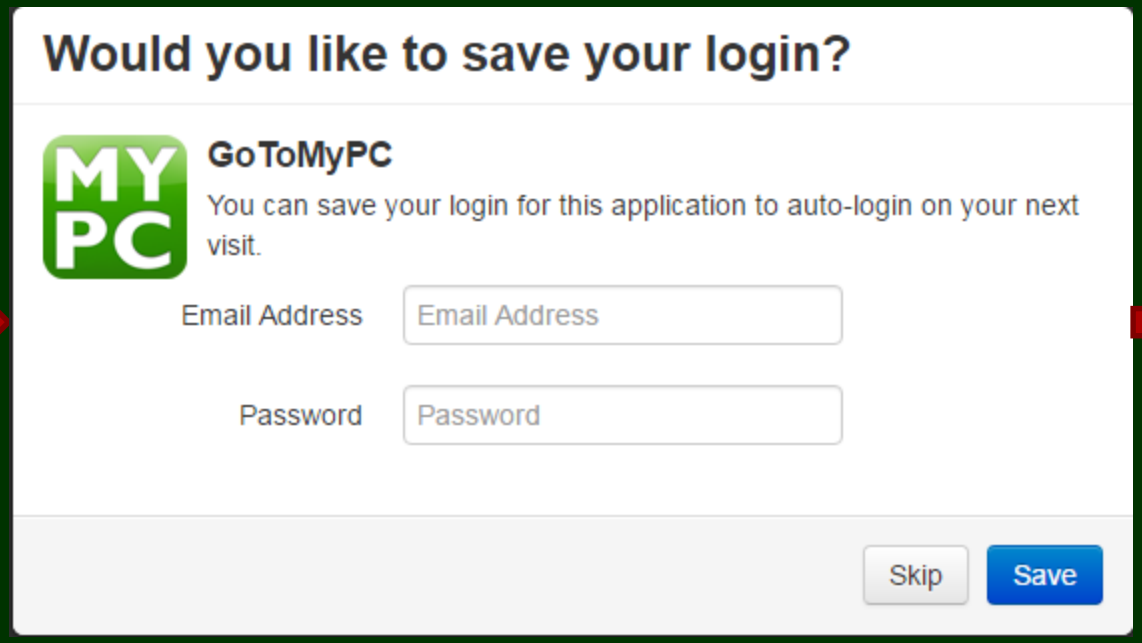
Epic!

# How does it work?

Enter username and Password
Save
*Repeat for Each App*



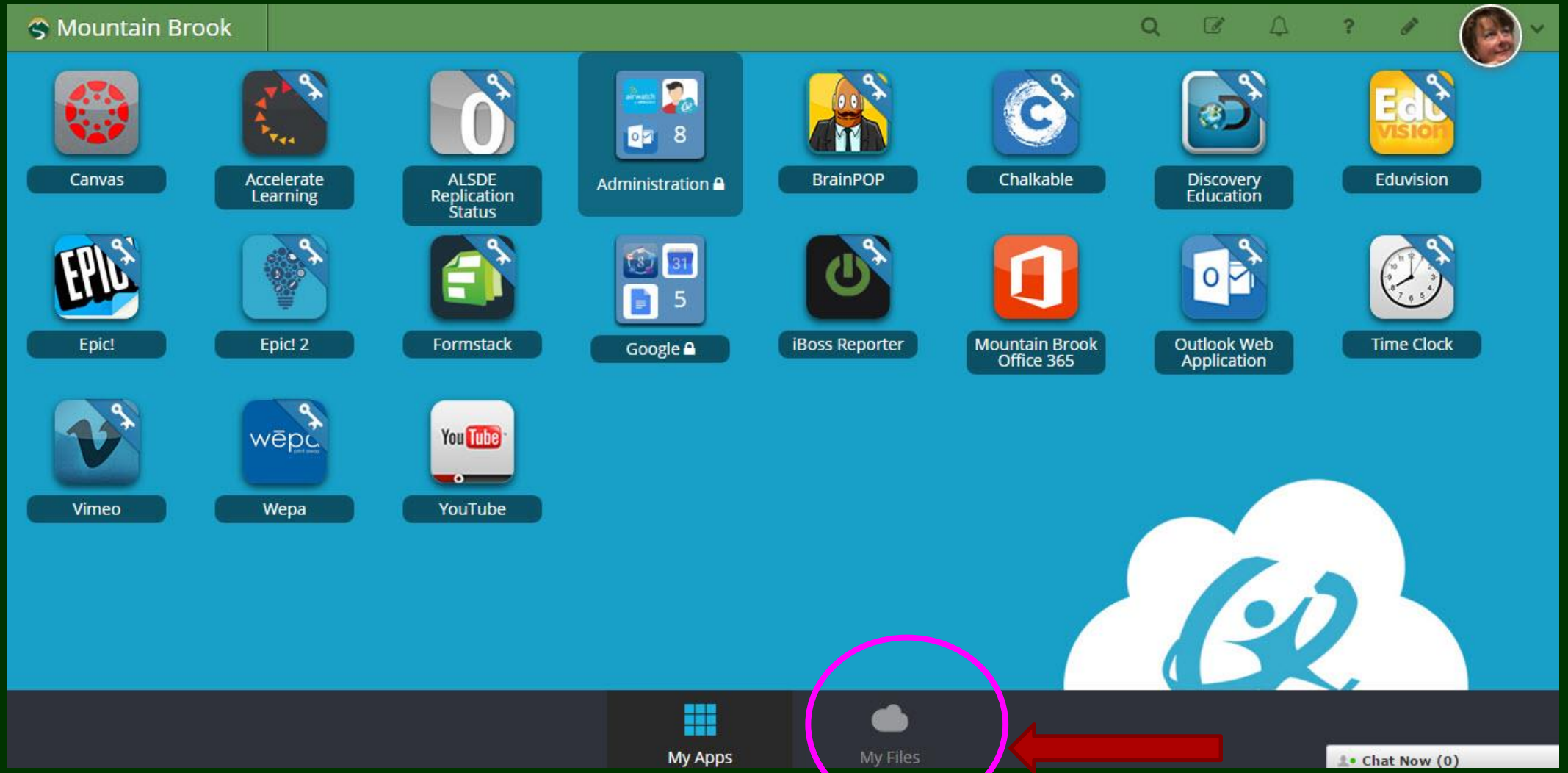

Click on App



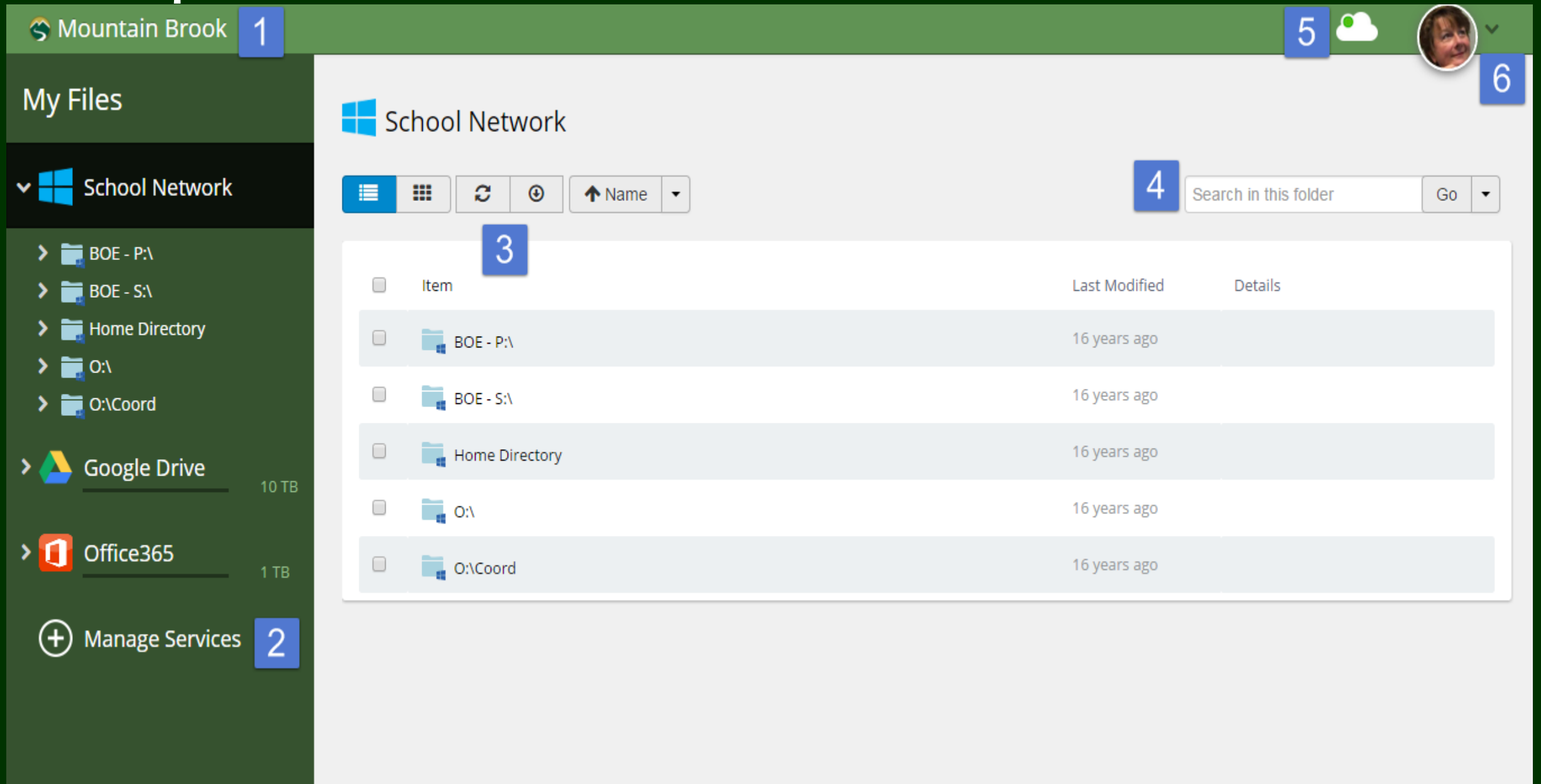

Enter the requested information

Save

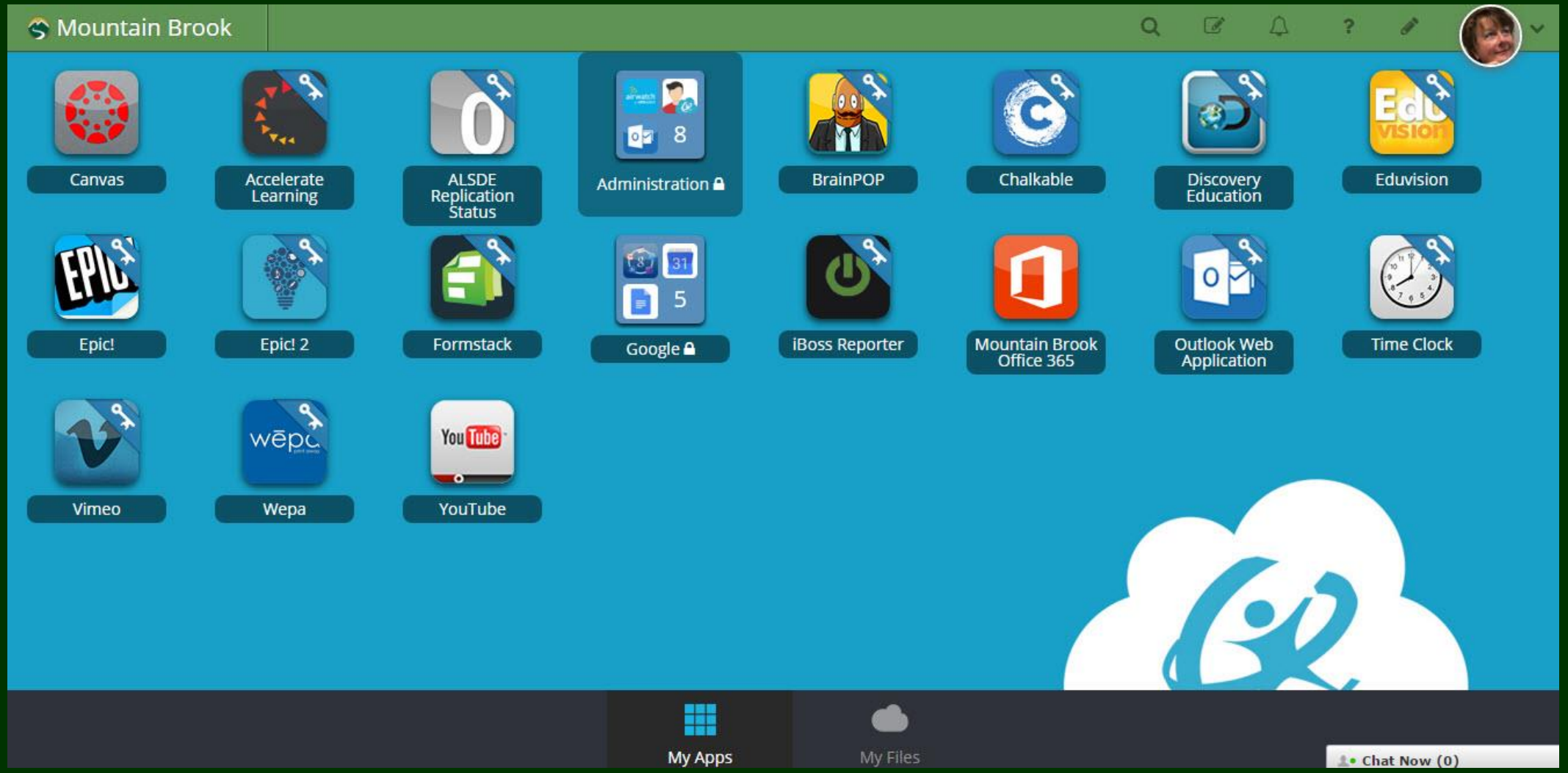
# ClassLink Dashboard—My Files



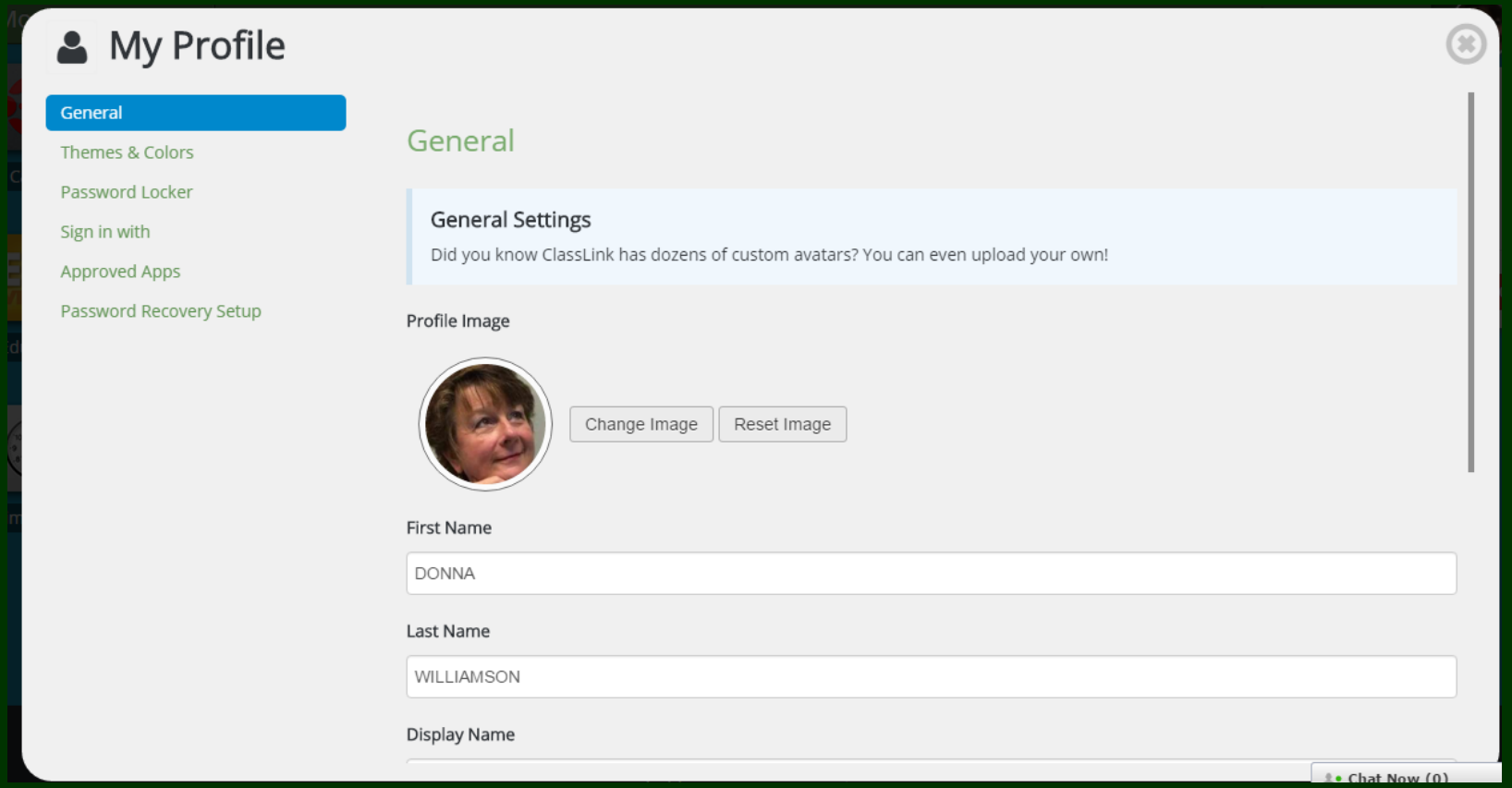
# Important Features

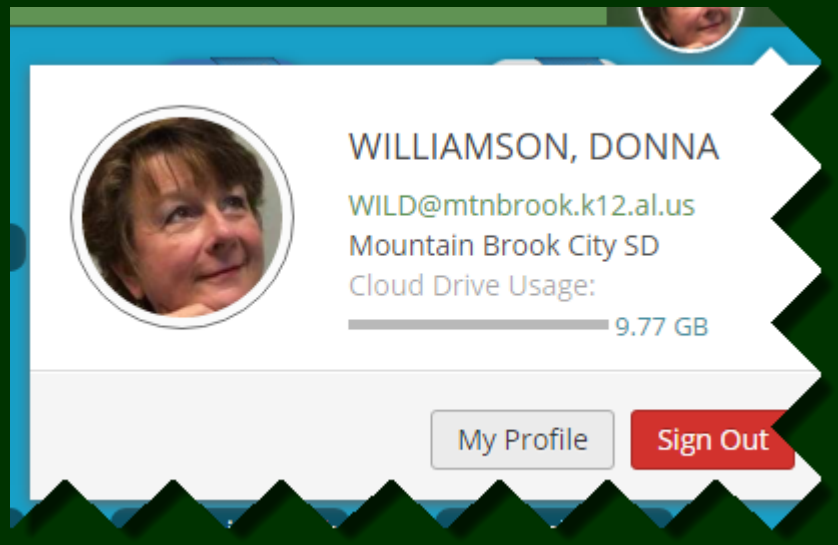


# Toggling Back and Forth from Apps to Files

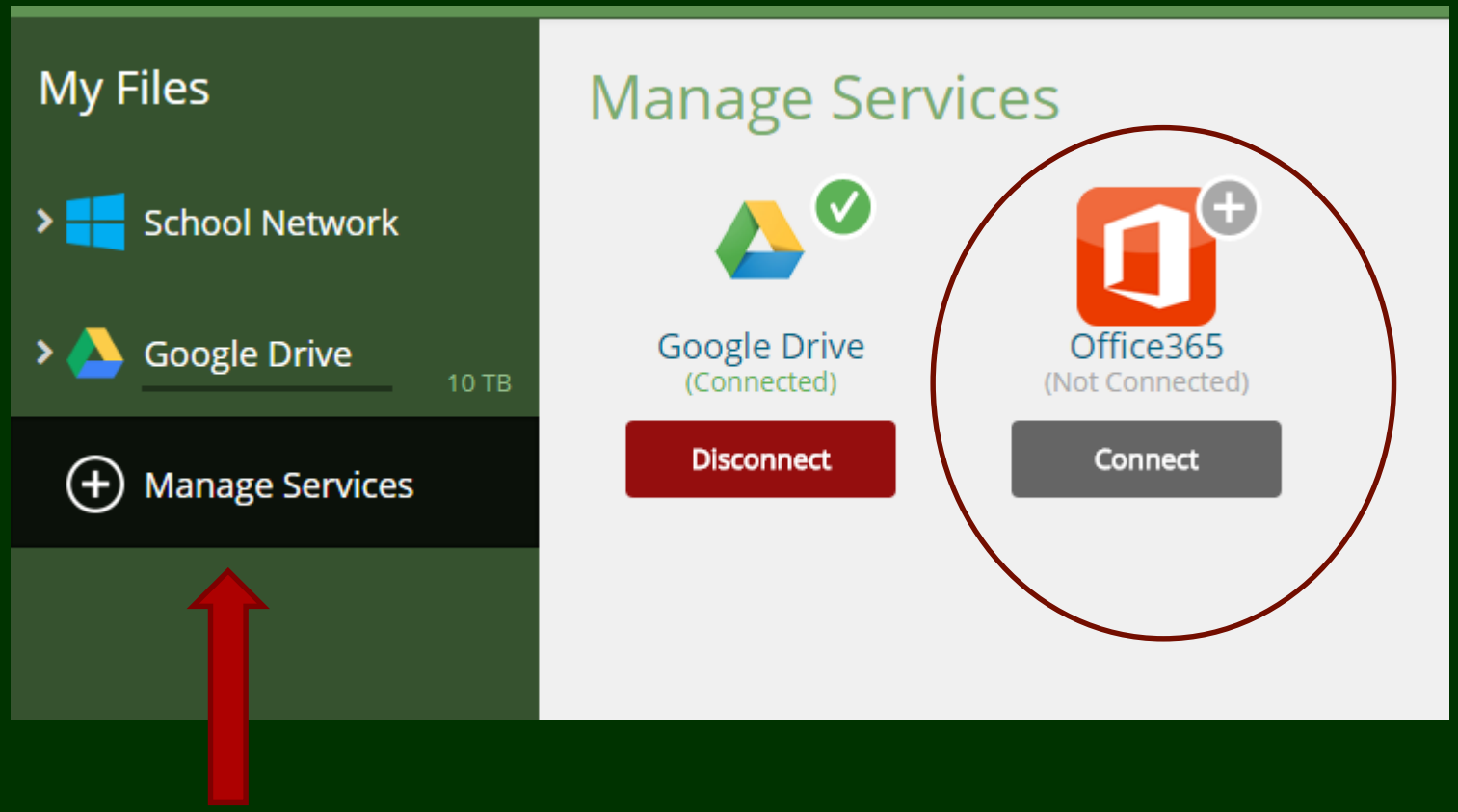


# Your Profile and Logging Out



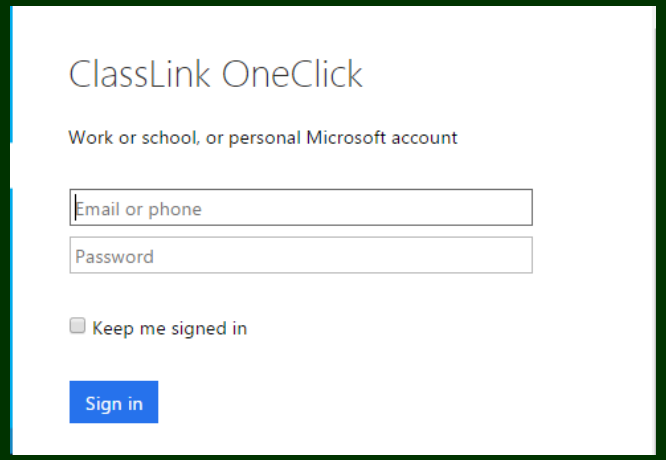
# Staff and Students:
# Connecting your Cloud Storage



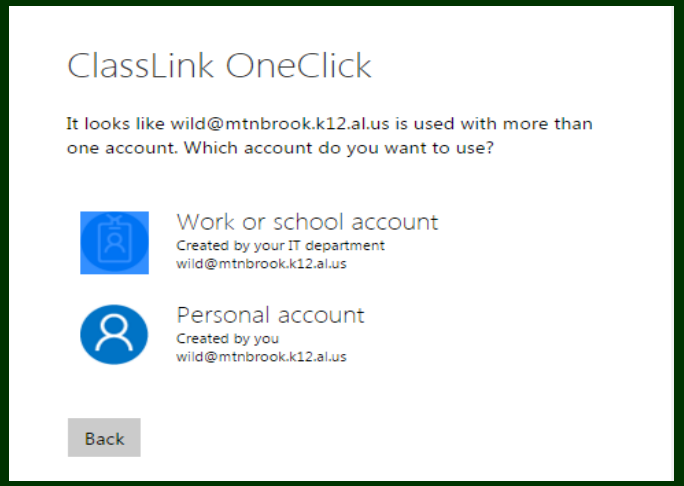

You can only connect one account. You **CAN NOT** connect Your personal account and your School account. The expectation is that only school Google and Office 365 account will be linked.

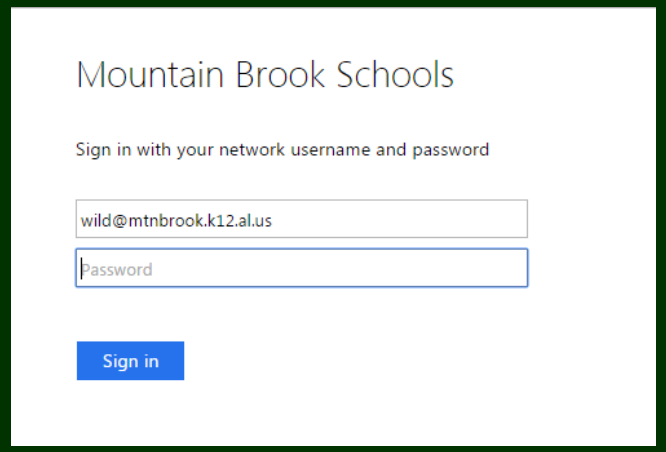
# Office 365 Connection

1. Enter school email account.




2. You may be re-directed to the screen on the right.

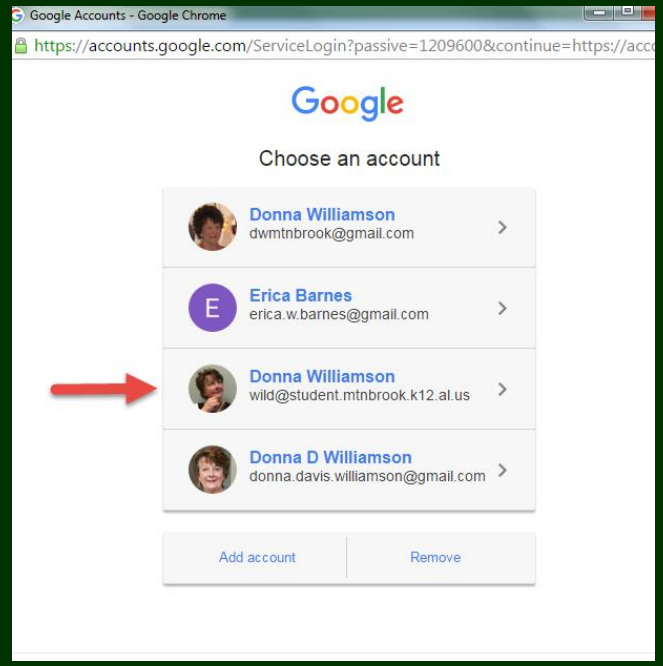


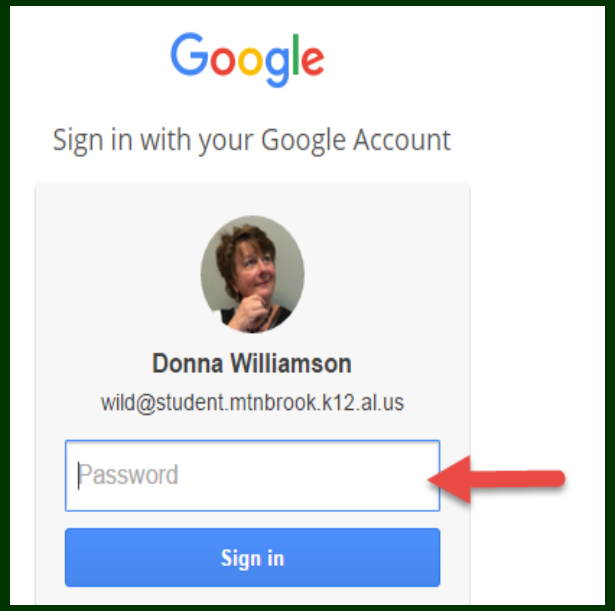

3. If this box appears, re-enter your information and sign in.

# Google Connection

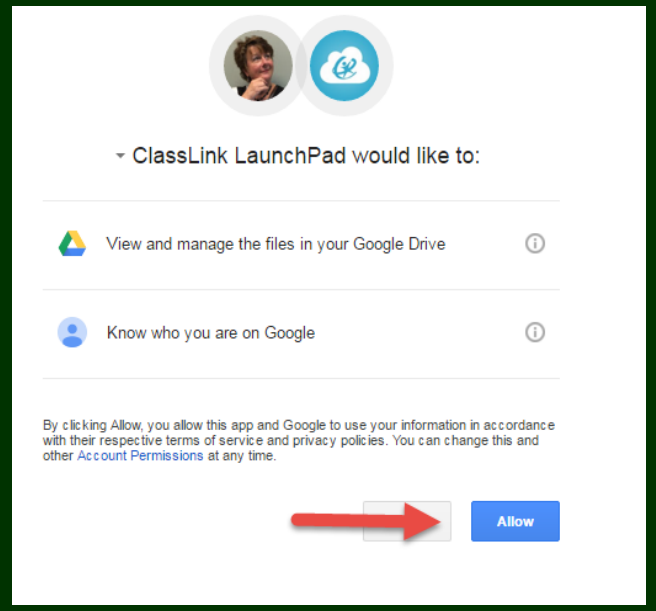
1. Choose your school account. @student.mtnbrook.k12.al.us



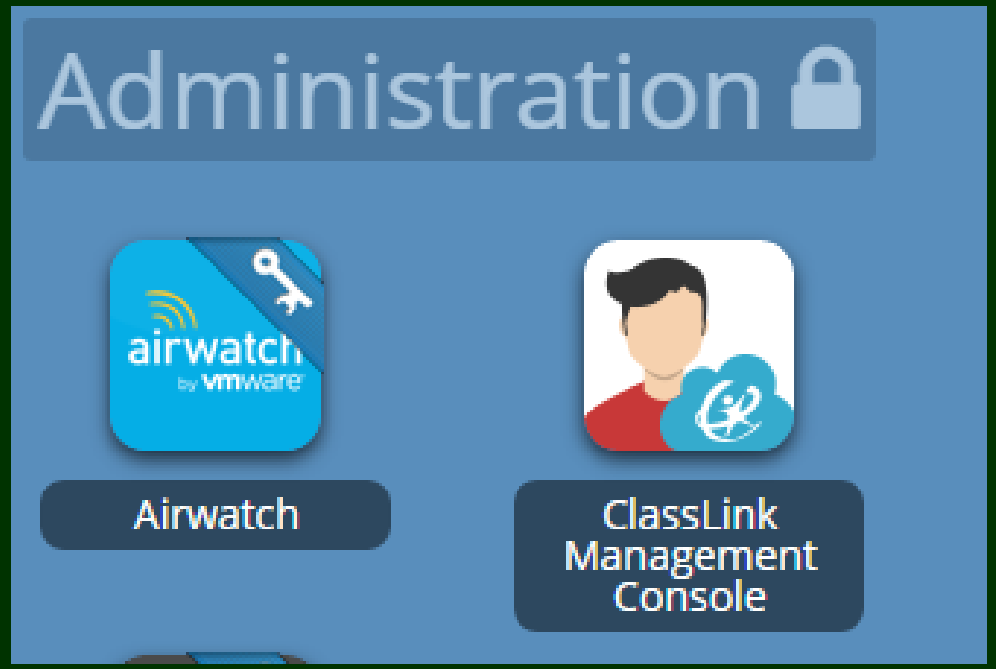

2. Enter your password and sign in.




3. Click Allow



# Online App Missing?




Staff and Students: Contact your local school technology

Parents and District Personnel: Contact the district office

BWF: Sharon Mumm
CB: Kenneth Camp
CES: Paula Stanbridge
MBE: Thea Patrick
MBJH: Suzan Brandt
MBHS: Joani Kay
District: Donna Williamson

*Email Addresses Available under Tech Assist tab on Mountain Brook Schools website.*

# Assigning Apps is Quick and Easy

1. App(lication) must listed on the vetted application list. To check, click on Tech Assist tab on MBS webpage and click Vetted Online Apps.

   *If it is not on the list, go to Tech Assist tab on website (www.mtnbrook.k12.al.us) and click Forms.* Look for the Form… Request App Review and enter information so we can vet it!

2. If it is on the list, contact your technology coordinator and ask them to add the app to your group menu in Class Link.