



Single log on to all of your apps.

# my.classlink.com/henry

**Log in:** *student number*

**Password:** *1st initial of 1st name 1<sup>st</sup> initial of last name bday (mmddyy) #*

To delete some of the clutter:

**If you see apps you don't want to be cluttering up your page**, you likely won't be able to delete them as the county locks them (you will see a lock in the top right corner), but you can **CREATE A NEW FOLDER WHERE YOU CAN DUMP ALL OF YOUR UNWANTED APP TILES.**

- ~ Go to the edit symbol (to the right of the search box) > click new folder > give it a name & pick a color > save.
- ~ Now you can drag the unwanted tiles into the new folder.

**To add new apps to your Classlink** (Office 365, YouTube, etc):

- ~ Click the + sign at the top left corner > search for your app > add.
  - \* You can also create your own app!

## **ADD OFFICE 365 RIGHT NOW!!**

This is the only way you can **RECEIVE** email that is sent to your school account (@henry.k12.ga.us).

You can only **SEND** from the gmail account that is in your school Google account, not receive.

You will need to have ready access to 365!

Do that now!