Parent (S) schoology Account Setup

Birmingham Public Schools currently uses Schoology (pronounced: Skool'uh-jee), an awardwinning Learning Management System that offers course management, mobile learning, and a communications hub, all in one integrated platform.

There are two types of accounts that your family will use **—STUDENT ACCOUNTS** and **PARENT ACCOUNTS**. All students should already have their Schoology credentials. Please read through this entire document before starting to create your parent account. Creating your Schoology parent account is a 2-step process that involves the PowerSchool parent portal and Schoology. This process should be done in an internet browser like Chrome or Safari. We recommend that you complete your account creation now.

<u>Step 1 – How to obtain each of your students Schoology Parent Code</u> <u>from the PowerSchool Parent Portal</u>

- 1. Visit <u>https://birmingham.powerschool.com/public/home.html</u>
- 2. Enter your Username and Password
 - a. If you do not know your PowerSchool username and password, please contact your students building secretary for access support. *The technology services department cannot assist with PowerSchool parent account access.*

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3. Click the Grades and Attendance button on the left-hand side which will display your individual students Schoology Parent Code. Each of your students has a unique Parent Code. Please write down the code for each of your students, you will need them once you create your Schoology parent account.

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Step 2 – Creating your Schoology parent account

- 1. Visit <u>https://app.schoology.com/register.php?type=parent</u>
- 2. Enter your student's Schoology Access Code that you wrote down from the PowerSchool parent portal and click **Continue**. *If you copied multiple access codes because you have multiple students, you only need to use one of them, the others can be added to your account later in this document.*

(S) schoology	
	Sign up for Schoology Back
	Access Code :
	Continue

3. Complete your information, name, email and password, check the privacy agreement box after reviewing it and click **Register**.

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	Register	

4. Click **Next** through the Welcome to Schoology window and take advantage of the links it provides as support materials.



5. After reviewing the Welcome to Schoology box, you will land in your Parent account as a parent. You will now be able to switch to your students account where you can view their current courses. Parent accounts have view only access to their student's accounts. Click your name in the upper right-hand corner to drop-down your option menu and click your student's name. *Initially you will only see the student whose Schoology Parent Code you used to create your account. To add additional students, see step 8 below.*

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Upcoming	Birmingham Covington 3
No upcoming assignments or events	+ Add Child
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6. After selecting one of your students from the drop-down menu click **Next** through the Student Activity window and take advantage of any links it provides as support materials. This window will break down how to navigate through your students account to observe what is happening with them. To navigate to your parent account, click the name in the upper right-hand corner and select your name.

Student Activity : Enrollments		
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7. To add additional students to your Schoology parent account you will need the Parent Portal Access codes for each student. You should have written these down from your PowerSchool parent portal, if not you can capture them at any time from that site (see Step-1). Click your name in the upper right-hand corner and click "Add Child."

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8. The system will prompt you to enter the access code for your additional student. Remember this access code can be found in the PowerSchool Parent Poral.

Add Child		×
Child Code: *		
	Use Code Cancel	

Issues and Solutions

Issue	Who to contact or what to do next
I don't know my PowerSchool parent portal	Contact your students building office.
login credentials.	
I don't see my students Schoology Parent	You must log into your PowerSchool parent
Code in the PowerSchool App installed on my	portal account using an internet browser like
cellphone.	Chrome or Safari, not in the mobile app.
Grading questions specific to a class.	Contact your student's teacher.
I have successfully created my parent	See number 7 under Step-2 in this document.
account and I only see one of my children as	
an option when I click my name in the upper	
right-hand corner.	
I don't see my secondary students' overall	Secondary student grades should be
grade in Schoology.	monitored in the PowerSchool parent portal.
I don't see any grades for my elementary	Elementary teachers grading process remains
student.	the same even with the implementation of
	Schoology. BPS elementary teachers use
	standard based grading and teachers should
	continue to be contacted directly with any
	grading or mastery questions. Final report
	card grades will continue to be obtained for
	elementary students using the PowerSchool
	parent portal.