



SCHOOLGY PARENT PORTAL USER GUIDE

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iLearn
#LearnMDCPS

#YourBestChoiceMDCPS

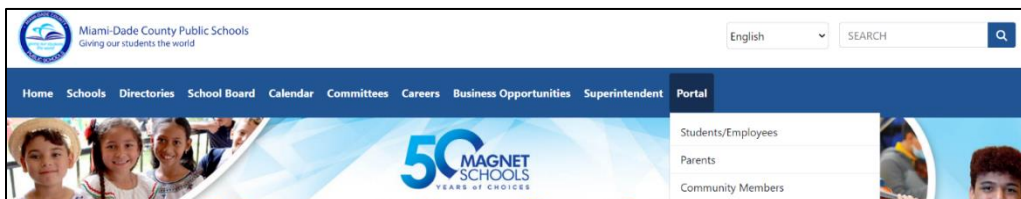


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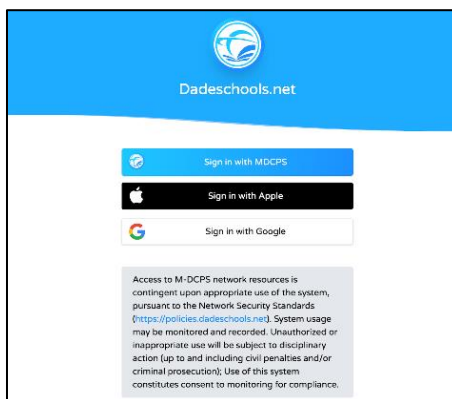
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HOW TO LOG INTO SCHOOLOGY

1. Go to <https://www3.dadeschools.net/home>
2. Click **Portal** and then **Parents**.

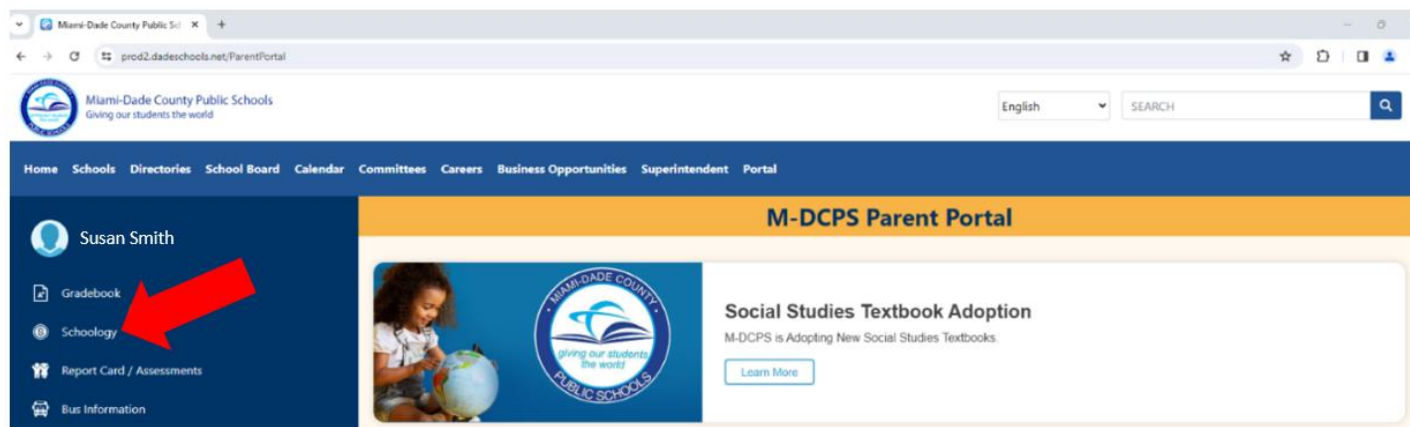


3. Choose a sign-in method. *



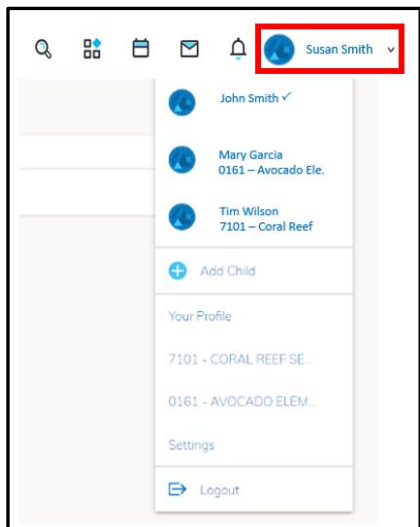
** If this is your first time registering your Gmail or Apple ID, it will take up to 3 business days to grant access to Schoology.*

4. Once access is available, click on **Schoology**.



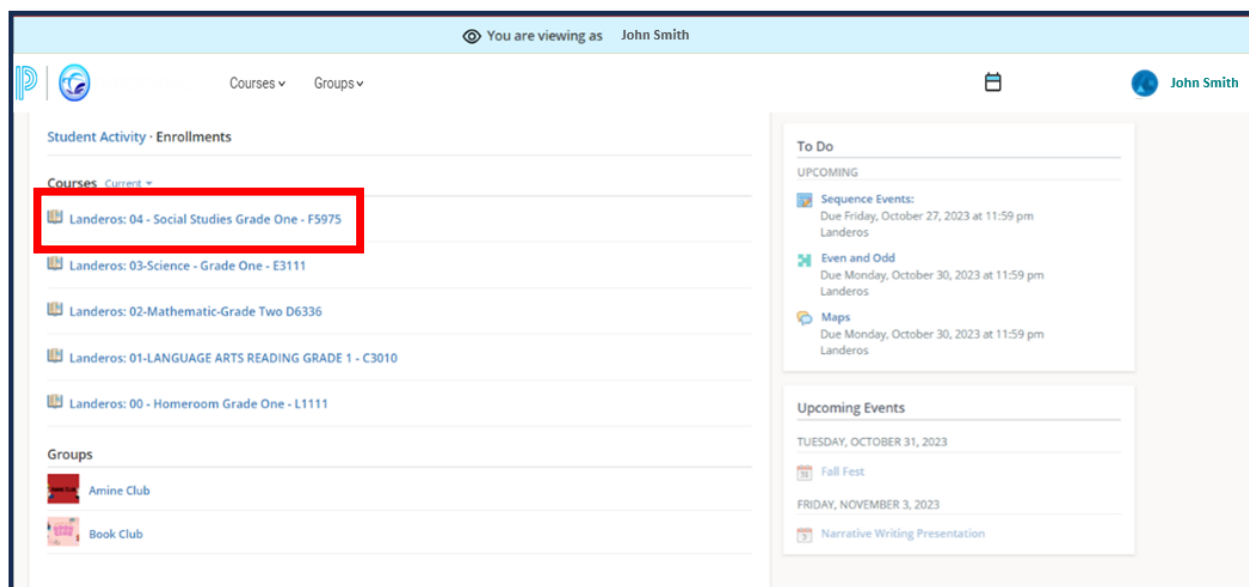
HOW TO ACCESS YOUR CHILD'S COURSES

1. To view your child's courses, click on your name in the upper right-hand corner, your child's name will populate.



2. Choose the child's name you want to view. Then, you will see the current courses, groups, upcoming assignments, and events.

1.



3. Click on a course to view its content. You can click on any item within the course to view it. Please note this is a view only option for parents.

You are viewing as John Smith

Courses ▾ Groups ▾

You are viewing Thomas Franco's course

Landeros: 00 - Homeroom Grade One - L1111 📅
0161 - AVOCADO ELEMENTARY

Materials ▾

- Updates
- Members
- Discovery Education
- Edpuzzle
- Microsoft OneDrive
- OneNote Class Notebo...
- VocabularySpellingCity

Second Grade Class Information

Newsletters

Upcoming - 📅
Tuesday, October 31, 2023
📅 31 Fall Fest
1 Admin
👤

You are viewing Thomas Franco's course

Landeros: 00 - Homeroom Grade One - L1111 📅
0161 - AVOCADO ELEMENTARY

Materials ▾

- Updates
- Members
- Discovery Education
- Edpuzzle
- Microsoft OneDrive
- OneNote Class Notebo...
- VocabularySpellingCity

Second Grade Class Information

- Class Supplies
- How to Contact the Teacher
- Class Schedule

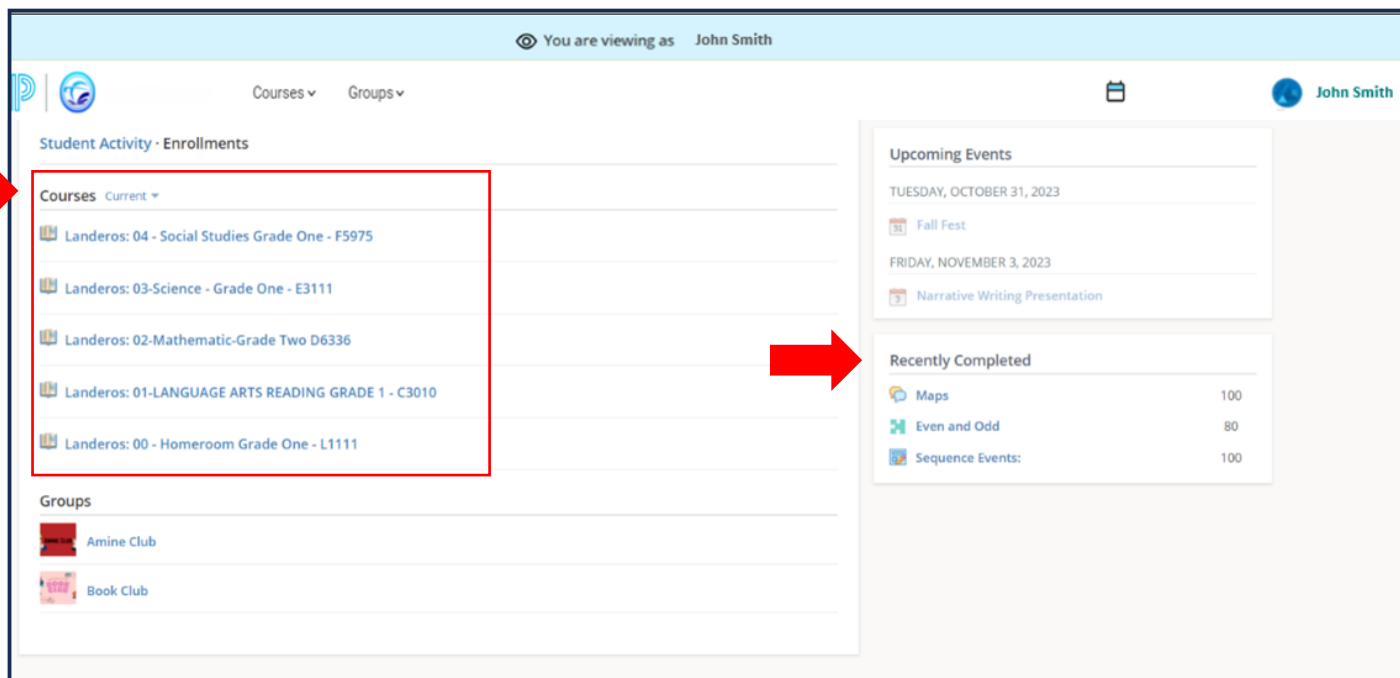
Newsletters

- Parent Newsletter for Week of 10/16/2023
- October Newsletters
- September Newsletters
- August Newsletters

Upcoming - 📅
Tuesday, October 31, 2023
📅 31 Fall Fest
1 Admin
👤

HOW TO VIEW YOUR CHILD'S GRADES

1. To view your child's recently graded assignments, find the **Recently Completed** section or go directly to the child's **Courses**.



The screenshot shows the Parent Portal interface. At the top, it says "You are viewing as John Smith". Below the navigation bar, there are tabs for "Courses" and "Groups". The "Courses" tab is selected, and a red box highlights the list of courses. A red arrow points from the "Courses" tab to the "Recently Completed" section on the right side of the page.

Courses Current ▾

- Landeros: 04 - Social Studies Grade One - F5975
- Landeros: 03-Science - Grade One - E3111
- Landeros: 02-Mathematic-Grade Two D6336
- Landeros: 01-LANGUAGE ARTS READING GRADE 1 - C3010
- Landeros: 00 - Homeroom Grade One - L1111

Groups

- Amine Club
- Book Club

Upcoming Events

TUESDAY, OCTOBER 31, 2023

- Fall Fest

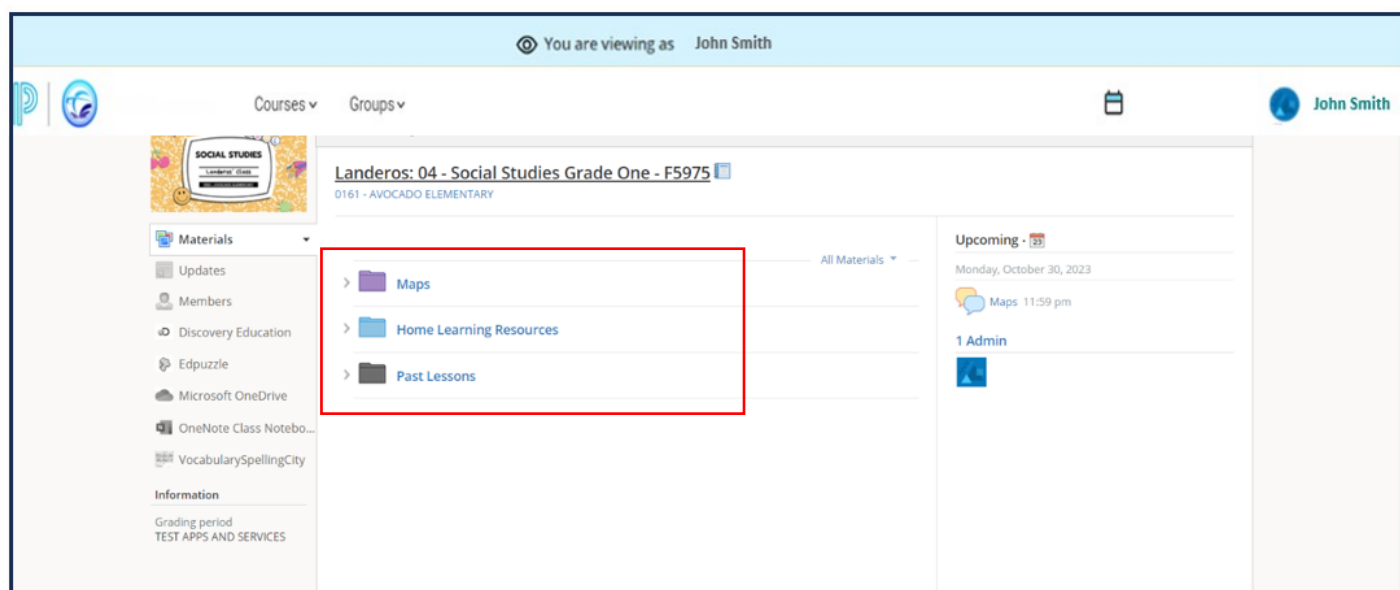
FRIDAY, NOVEMBER 3, 2023

- Narrative Writing Presentation

Recently Completed

Maps	100
Even and Odd	80
Sequence Events:	100

2. Once inside a **Course**, its content will be visible.



The screenshot shows the Parent Portal interface with the "Courses" tab selected. A red box highlights the course content area, which includes a list of materials: "Maps", "Home Learning Resources", and "Past Lessons".

Landeros: 04 - Social Studies Grade One - F5975

0161 - AVOCADO ELEMENTARY

Materials

- Maps
- Home Learning Resources
- Past Lessons

Upcoming - 25

Monday, October 30, 2023

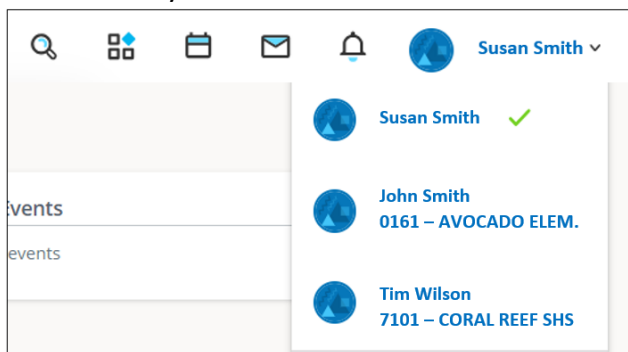
- Maps 11:59 pm

1 Admin

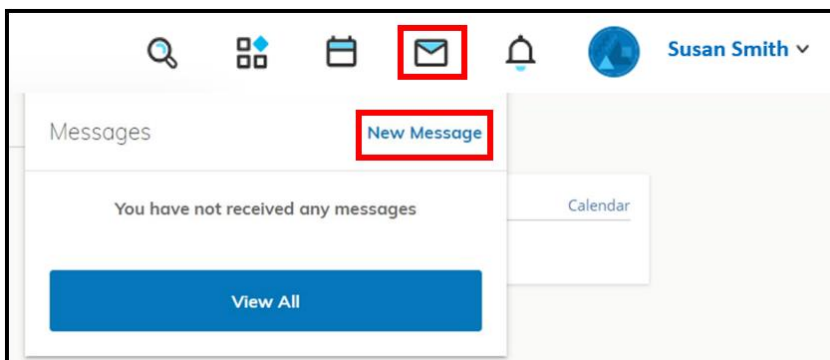
John Smith

HOW TO MESSAGE THE TEACHER IN SCHOLOGY

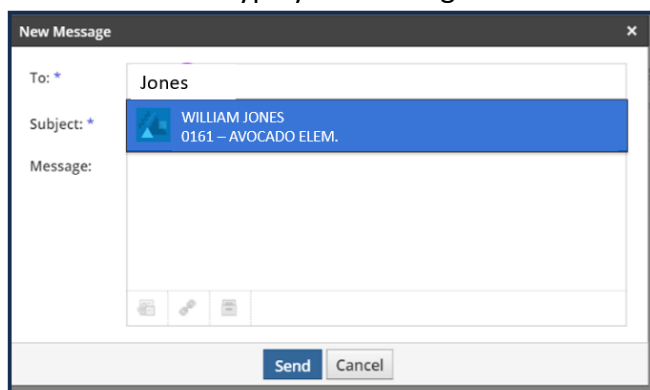
1. Click on your name.



2. Select the envelope icon and click on **New Message**.



3. Begin to type the teacher's name and when the name populates select it from the drop-down menu. Type your message and then click **Send**.



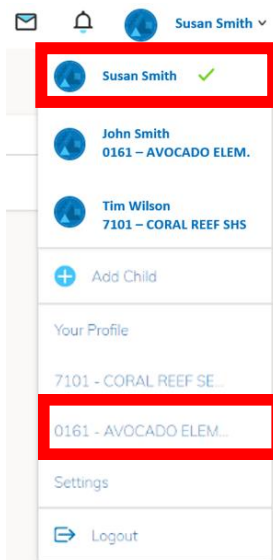
HOW TO VIEW THE SCHOOL PAGE

Your child's school has a **School Page** located within Schoology. Think of the school page as the school's website. This is where the school will communicate with parents by posting updates, announcements, and calendar events.

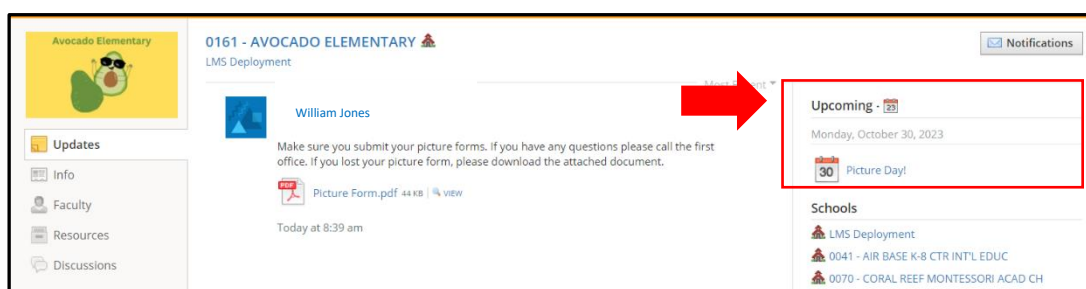
1. To access the school page, click the arrow in the upper right-hand corner to access the drop-down menu.



2. Click on parent name and then select the school's name.



3. On the school page you can read updates, view announcements, and see any calendar events shared by the school.



4. On the left-hand side, click **Info** to find the address and phone number of the school.

Avocado Elementary

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Info

Address	16969 SW 294 ST HOMESTEAD, Florida 33030 United States
Phone	3052474942

Updates

Info

5. On the left-hand side, click **Faculty** to see staff members at that school site.

Avocado Elementary

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Faculty

Search

Filter by department

		Send Message Send Email
		Send Message Send Email
		Send Message Send Email

Updates

Info

Faculty

Resources

Discussions

6. On the left-hand side, click **Resources** to access documents shared by your school and available for download.

Avocado Elementary

0161 - AVOCADO ELEMENTARY

Resources

Title	4 of 4
Lunch Menus Added by ROSALIND LANDEROS · Oct 23, 2023	
Club Opportunities Added by ROSALIND LANDEROS · Oct 23, 2023	
Student Handbook Added by ROSALIND LANDEROS · Oct 23, 2023	
Parent Handbook Added by ROSALIND LANDEROS · Oct 23, 2023	

Updates

Info

Faculty

Resources

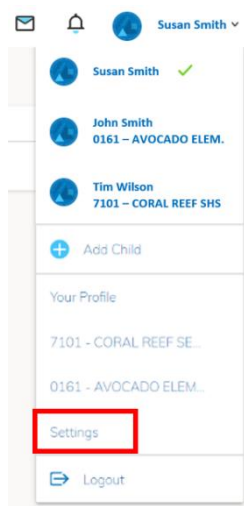
Discussions

PARENT EMAIL DIGEST & OVERDUE NOTIFICATION EMAIL

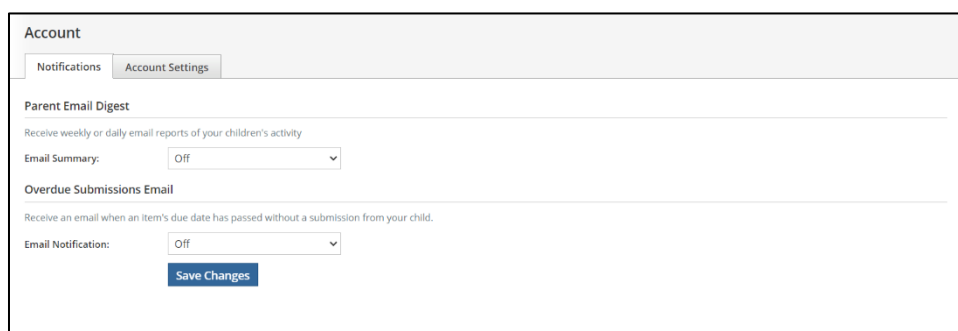
Miami-Dade County Public Schools has turned on the Parent Email Digest. A Parent Email Digest is an automatic email that will be sent daily to the email provided by the parent.

To manage the Parent Email Digest:

1. Go to your name located at the top right-hand side in your parent Schoology account.
2. Click the arrow to access the drop-down menu, from your account name.
3. Select **Settings**.



4. From the **Notifications** tab, you can elect to receive one or both of two email summaries:



5. Select **On** in your **Email Summary** drop-down menu to receive the **Parent Email Digest**.
6. Select **On** in the **Email Notification** drop-down menu to receive the **Overdue Submissions Email** indicating that an assignment is overdue by your child.

7. Select **Save Changes** to indicate your selected preferences.

Account

Notifications
Account Settings

Parent Email Digest

Receive weekly or daily email reports of your children's activity

Email Summary:
On

Repeat:
Weekly

Time:
05:00PM

Day:

S
M
T
W
T
F
S

Overdue Submissions Email

Receive an email when an item's due date has passed without a submission from your child.

Email Notification:
On

Save Changes

You can receive emails on a *Daily* or *Weekly* basis. If you select *Daily*, you may set a time at which the notification will be sent to your inbox. If you select *Weekly*, you'll have an additional option to select the day of the week you'd like to receive the email. If there are no updates for the given time, you will receive an email stating that there were no new updates.

TROUBLESHOOTING TIP

If you receive an error message after clicking Schoology and you have waited the recommended 3 business days, please try the following tips:

1. Ensure you are using the recommended browser, **Google Chrome**.
2. Verify that multiple users are not signed into the same account. This may interfere with accessing your Schoology account.
3. It is recommended that all users sign out of Schoology, the portal, and computer following each session. Once this is done, try logging back into the Schoology account.
4. To further troubleshoot, clear your browser cookies and caches.

If you have any further questions, please contact your child's teacher or school.