

The logo for Berlin Central School District features the word "Berlin" in a large, dark green serif font. Below it, the words "CENTRAL SCHOOL DISTRICT" are written in a smaller, white, sans-serif font inside a dark green rectangular box. The background of the entire slide is a soft-focus image of a forest with evergreen trees and rolling hills under a warm, golden light.

# Berlin

CENTRAL SCHOOL DISTRICT

## **Your Schoology Account**

What is Schoology?

- A platform for students, parents, and teachers to collaborate and work together.

# What can be done with my Schoology account ?

Schoology acts as an online platform for all of the following:

- Contact Teachers
- View Class Calendar
- Check Student Grades
- Receive class, school, and district wide updates

# How to access Schoology?



[Schoology for Students](#)

Sign in to Schoology

All fields are required

\_\_\_\_\_  
\_\_\_\_\_

**Berlin Central School District**  
Cherry Plain, NY

Firstname.lastname ONLY

- If you are enrolling a new student your parents will need to complete this form which may be found in the guidance office.
- If you/or your student is already enrolled then you would use the same credentials for logging into SchoolTool/berlin computers.
- It is your first name.last name-do not add the @berlincentral.org part
- Make sure you have the correct school
- \*If you run into issues contact Mrs. Wolff at awolff@berlincentral.org

# Berlin

CENTRAL SCHOOL DISTRICT

## Sign in to Schoology

All fields are required



Remember my School

**Log in**

[Forgot your password](#)  
[SSO Login](#)


- Enter your email address and password.
- Make sure to select the correct school.
  - There are four options: Berlin Elementary, Middle, High, and Central School District. Select the school you or your student is in.
  - E.g. The student is in 5th grade. You must select Berlin Elementary School.

# What do you see once logged in?

in Central School District

COURSES GROUPS

Student Activity · Enrollments Most Recent ▾

 Mr. Viner ▸ Berlin Central School District

Good Afternoon,


The Berlin InvenTeam has advanced as finalists in the TI Codes Contest, we are one of 3 teams across the

The Grand Prize Winner is determined by a public vote of the teams video submission of their solutions.

Please vote daily through Sunday, June 10th at [TICodesContest.com](http://TICodesContest.com)

Tue Jun 5, 2018 at 11:37 am


😊 3 people liked this

 Mr. Viner ▸ Berlin Central School District

The Berlin Mountaineer Craftsman Wood Craft Sale will be held at Berlin High School in the Art/Music/Tech wing on Tuesday May 22nd 4-7 p.m. Click on the link below to find out more information!

⋮

Show More



There are two options for the Summary page: Student Activity and Enrollments.

- Enrollments: View of your student's grades.
- Student Activity: Displays updates, messages, and other information

# View of the Enrollments Page

## Student Activity • Enrollments

Courses Current ▾

 Schoology Demo Course: Berlin CSD

Grade

92.5%

Groups

Enrollments: Can view grades for all Courses and Groups a student may be a part of.

Title of Course or Group appears here.

Grades are displayed here.

# View of the Enrollments Page

## Recent Grades

Lisa Simpson ▾

Graded assignments

Graded tests/quizzes

Graded discussions

Recent Grades: See recently graded assignments, tests/quizzes, and discussions.

## Overdue

THURSDAY, JANUARY 12, 2017

 Lesson 3 Angles of Triangles  
11:59 pm

Overdue: Assignments that have not been completed by your student will appear here.

## Upcoming

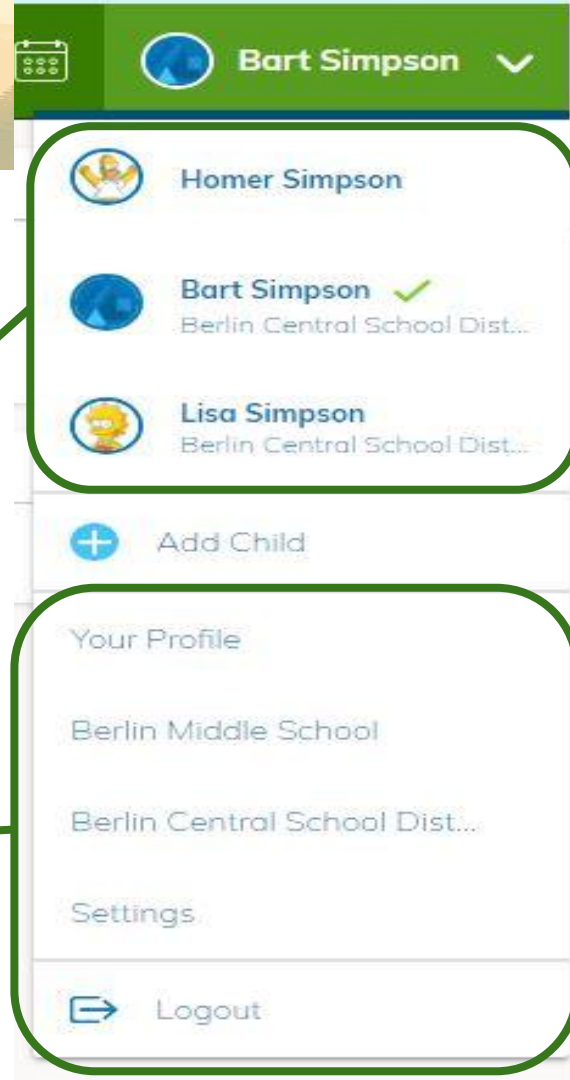
No upcoming assignments or events

Upcoming: Assignments/Events that will be due/occurring in the future are displayed here.

# Account Settings

Click on the Down Arrow to access Account Options:

- Switch between your personal account and your student's account.
- Access Account Settings, between schools, Your Personal Profile, and Logout.





# Setting Up Automatic Email Notifications

## Account

Notifications

Account Settings

### Parent Email Digest

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

Email Summary:

On

Repeat:

Weekly

Time:

03:00PM

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:

Off

Save Changes

If you select your student's account you can set up automatic notifications about your student's performance.

- Parent Email Digest: Receive a weekly email about your student's submissions, grades, and other schoology interactions
- Overdue Submissions Email: Receive an automatic email letting you know when a student has missed an assignment.

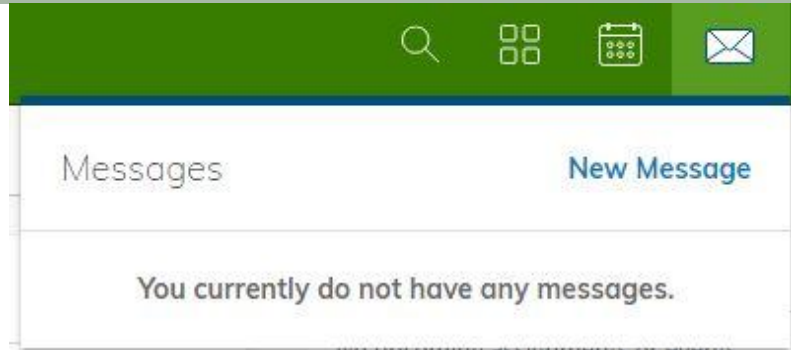
\*Make sure to save your changes when you adjust settings.\*

# Messages



Schoology provides a messenger service. In the top right corner near your drop down menu is an envelope. Click on that to display all messages, or write a new one

# Messages



**New Message** [X]

**To:** \*

**Subject:** \*

**Message:**

Type the name of someone in your network

[Attachments: File, Link, Document, Key]

**Send** **Cancel**

- You can create a message by clicking the New Message button.
- The new message is similar to an email format with the ability to create a subject line, attach documents, and link websites.
- Use a person's last name when sending messages. Schoology will auto populate their name and email address. You will then need to simply select it.

# Viewing Student Calendar

- Select the Calendar menu option from the upper right hand menu. From here you can see any upcoming assignments and events for the month.
- Clicking on any assignment or event will display directions and details.



## Calendar

◀ ▶ Today		May 2017						Month	Week	Day
Sun	Mon	Tue	Wed	Thu	Fri	Sat				
30	1	2	3	4	5	6				



# Berlin

CENTRAL SCHOOL DISTRICT

## **Your Schology Account**

- You are now ready to access your Schology account!
  - Remember: If you have any problems please contact Ms. Wolff at [awolff@berlincentral.org](mailto:awolff@berlincentral.org)