

Parents of Face to Face Learners,



If your child needs to participate in virtual learning due to being ill or another circumstance, it is imperative that the steps below are completed prior to trying to log on to Schoology or joining a teacher's Zoom account. We are asking all parents to assist their students who are not currently virtual learners to complete these steps as soon as possible. This will allow for a smooth transition if your child needs to access virtual learning in the future for any reason. Please contact your child's teacher via email or pope@cfisd.net if you have any questions.

1. **Change your student's password** (*Please make sure to write the new password in a place(s) that it can be accessed easily.*)

Go to stugo.cfisd.net and use the link below for directions

[How to change your CFISD password](#)

2. **Explore and understand Schoology** (Learning at home platform)

Go to my.cfisd.net. Click on Schoology [Logging into Schoology](#)

Explore all of the courses that your child is registered in at Pope. Familiarize yourself with the set-up of each course. All courses are organized with folders by the Week # and the day of the week that we are in.

3. **Find your child's teacher(s) Zoom link(s)**

Many are located in a folder and some offer a "button" to click to allow access to the teacher's Zoom link. This will help save time and cause less confusion if your child needs to log in for the first time from home.

4. **Set up your child's CFISD Google Account on Schoology**

Once in Schoology, students will need to go to Resources and then click on Apps on the left. Choose Google Drive Resource App. There should be a message that says Connect to Google. Once they connect, it will show you are connected as the student. All students using Google from home must be logged in to their CFISD Google account to access any Google assignments. If a student is on a device not issued by the district, they MUST be logged in to their CFISD Google account to access and upload assignments.

5. **Find the Offline Toolkit in Schoology for your child's courses.**

Download all documents in the toolkit and save them to your home computer. These will be used IF your child is ever participating in virtual learning and having internet difficulties.

*Reminder that if your child is ever not feeling well, they can go to my.cfisd.net and complete their work via Schoology while following along on the teacher's Zoom link.

Students will be counted PRESENT for the day if they join their teacher virtually via Zoom and participate and complete activities in Schoology.