Parent Access Codes for Schoology

1. If you don’t already have a parent Schoology account, go to www.schoology.com and click Sign Up in the upper right hand corner of the home page.

2. Select Parent.

3. Enter the access code you have been provided. Then click Continue.
   Note: Each parent access code is specific to one child. You only need one access code to see all of your child’s Schoology courses. If you have additional children, you will enter their access codes later.

4. Fill in your Name, Username OR Email address, and Password in the Sign Up window to complete your registration.

Then click Register.
5. To familiarize yourself with Schoology, click Next to start the tour of Schoology's basic features.

6. To view your child’s Schoology activity, select your child’s name from the drop down menu that appears when you click the arrow beside your name at the top of the screen.

7. To add another child, click + Add Child and enter that child’s access code. Then click Use Code.
8. **Clicking on your child’s name(s)** in the dropdown menu will show you a summary of your child’s graded quizzes, assignments, discussions, and more. Note that instead of saying your name, the screen will say “Joe Student” or “Sally Student” or “All Children” depending on how many access codes you entered.

9. **Clicking on a purple link with the name of an assignment/quiz/discussion board** will take you directly to that assignment (or quiz or discussion board). Click “Assignment submitted” to view your child’s work.

10. **Click on the name at the top of the screen to switch back and forth between students at any time.**