Middle School Technology Instructions for eLearning

ALL P-H-M TECHNOLOGY ACCESS

All Middle School Expectations Apply When You Are Using Technology!
- I will be responsible with my use of technology and will remember that this is an online public representation of me and our school.
- I will report to a teacher any inappropriate posts, comments or use.
- I will use school-associated social media appropriately during the school day.
- I will use appropriate grammar instead of texting language when communicating.
- I will not reveal any personal information such as: telephone numbers, names, addresses, email addresses etc.
- I will not post photos or video showing myself or classmates unless authorized by a teacher.
- I will bring my Chromebook to school every day fully charged.
- I will use technology to achieve my learning goals.
- All school rules and consequences apply.

CANVAS: OUR LEARNING MANAGEMENT SYSTEM

Location:
- Go to your Middle School Home Page
  Discovery: https://discovery.phmschools.org/
  Grissom: https://grissom.phmschools.org/
  Schmucker: https://schmucker.phmschools.org/
- Hover over **Resources**, then "A-F" in the dropdown menu, and then choose Canvas

Parent Canvas: Username/Password:
- The Canvas parent access Login is your **Skyward Family Access username and the Canvas password that the parent made (Canvas password may be different than Skyward password)**. As a Parent you have view-only rights. Password help is available through email at FamilyAccess@phm.k12.in.us

Student Canvas: Username/Password:
- The Canvas student access Login is first initial+last name+last 3 digits of student ID. If your student needs help with their Canvas password, they can email FamilyAccess@phm.k12.in.us
- **Canvas Navigation:**
  Once you are in Canvas, you can either click on your students' class on the dashboard or click on "Courses" to the left of the page and choose a class from there. You can check **Announcements** and the **Calendar** for each class.
- If you have multiple students', click the dropdown at the top right of the page and choose which students' classes you want to view.

Scores:
- Grades for assignments given through Canvas are posted on Canvas and may be posted in Skyward, depending on the method your child's teacher uses for grading. Parents should be receiving Canvas assignment grade notifications. If you are not receiving these, please email FamilyAccess@phm.k12.in.us All Progress Report and Report Card grades will show up on Skyward Family Access. Email FamilyAccess@phm.k12.in.us if you cannot view your students' report card in Skyward.

Help:
- See "Canvas Help" and "eLearning" on the *phmschools.org* Parent Tab under "Programs & Resources" for more details and instruction.

SKYWARD FAMILY ACCESS

Family Access:
Family Access is our online grade book. Parents and students have separate login and password information to access this program. We strongly advise parents and students to check Family Access often to monitor academic performance. If you ever have trouble accessing, please email FamilyAccess@phm.k12.in.us for password help. On the Parent tab of *phmschools.org* under "Programs & Resources," you will also find Skyward help.