



Students How to Access Your Livestream Class from Home During Hybrid or Long Distance Learning

Introduction

Welcome to the 2020-2021 school year! During hybrid or distance learning you will be accessing a livestream of your class using Zoom. The instructions below will guide you through accessing your class and review expectations.

Student Expectations

During livestream classes, students are expected to...

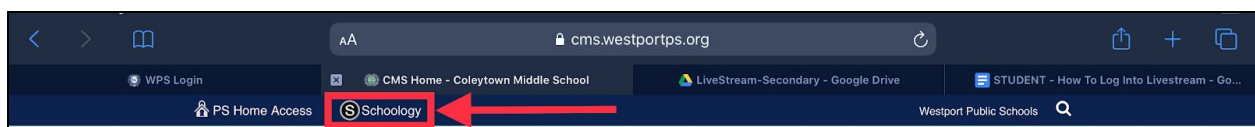
- Login to class at the scheduled time.
- Use their first and last name and updated photo in their Zoom account. *Names that do not appear on the teacher's attendance list will not be admitted to the class.*
- Begin class with your camera on and your face visible.
- Attend the livestream dressed in school attire.
- Remain focused and actively participate.

Livestream Expectations

- *All livestream sessions will be accessible through Schoology!*
- Technology is not always reliable. In the event that you have trouble connecting to the livestream be sure to email your classroom teacher ASAP.

Step 1: Accessing Schoology

- Schoology can be accessed in the following ways:
 - Staples High School: <https://shs.westportps.org/>
 - Bedford Middle School: <https://bms.westportps.org/>
 - Coleytown Middle School: <https://cms.westportps.org/>
- There is a direct link to Schoology at the top of each school's homepage.



- It is recommended that students bookmark this link for Schoology on their personal or school issued device.

Step 2: Logging Into Schoology:

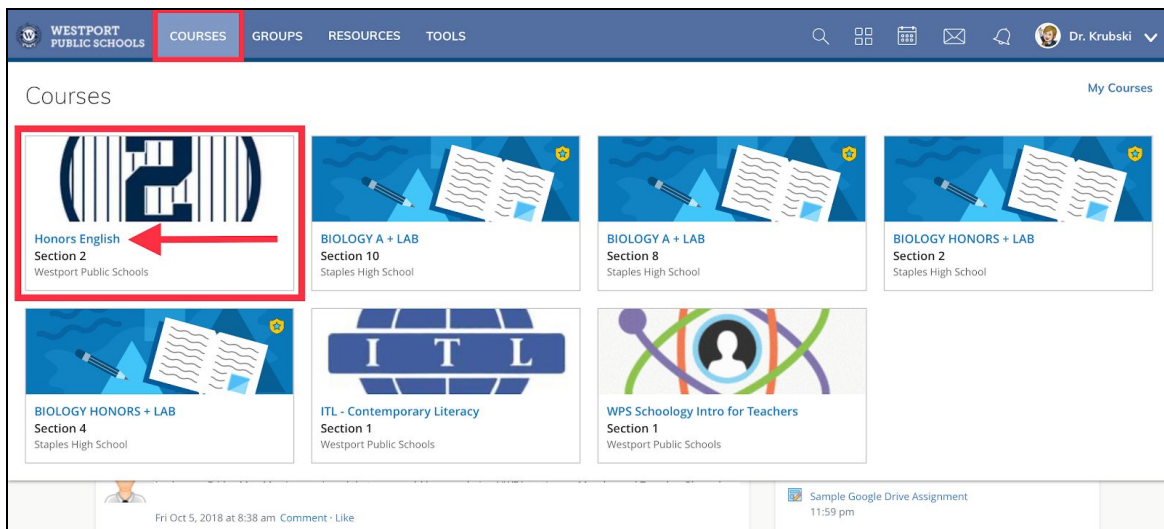
When prompted, enter your login information:

- First initial + last name + student ID number
 - Example: *jdoe123456*
- Enter your password.
 - NOTE: If your password is not working:
 - Use the [Password Reset Tool](#) to reset your password from home.
 - If you are having difficulty logging in, please contact your school's library media specialist.
 - BMS: Ms. Zatorsky
 - kzatorsky@westportps.org
 - CMS: Mr. Horrigan
 - jhorrigan@westportps.org
 - SHS: Ms. Cirino
 - jecirino@westportps.org

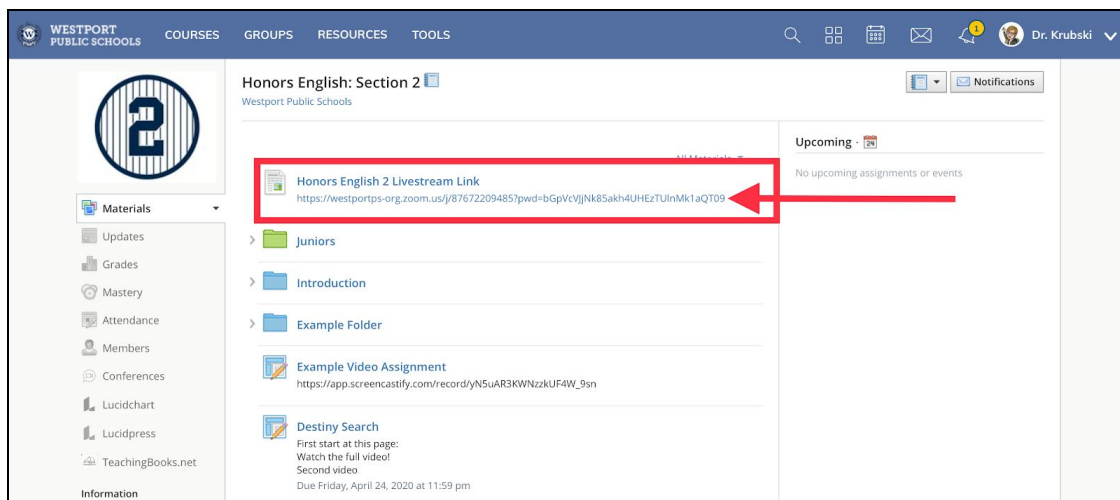
Step 3: Accessing the Livestream Link:

- From the Schoology home page, select your scheduled class from the **Courses** menu.

- A drop down menu will appear. Select the class you are joining to access the class course page.



- The link for your livestream class will appear as the first post on your class homepage!



- Click the **link** to open Zoom.
 - You will be added to the class waiting room where your teacher will admit you to the livestream. When accessing the livestream from Schoology there will be no need to enter a password.

Step 4: Once Zoom opens you will be in the class waiting room where your teacher will admit you to the livestream. Please be patient as set up may take a few extra minutes on your teacher's end.

- If you experience any technological difficulties please email your teacher as soon as possible.