

Student Device Guide

Device and Accessories

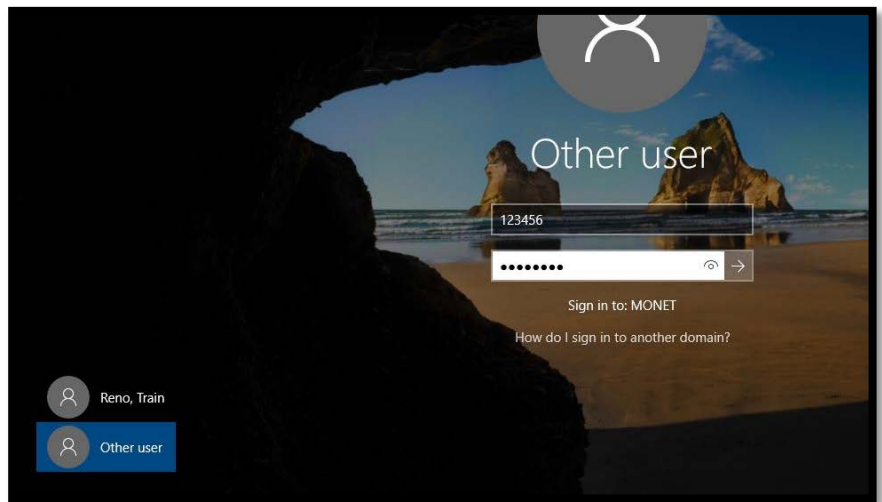
All 7-12 MCS students getting a device will receive a package of five items. The items are below. Be prepared to return your laptop and charger at the end of the school year.

Return at the end of the year:		Consumable:		
				
Laptop	Charger	Carrying Case	Earbuds	Stylus

Login

To log in to your device, power the device on and select **“Other User”** on the bottom left corner. Enter your 6-digit student ID number in the username box.

- **For new students**, you will get a password from school staff, not from a Computer Tech.
- **For returning students**, your password will be the same as last year. Ask the school staff member to change it if you do not remember.



Rules for Care

Take good care of your device! If you damage or lose your device, you and your parents could be responsible for up to \$200 in fines. Be sure to follow these do's and don'ts to keep your device in tip-top shape!

Do:	Don't:
Keep your device in its case (except when in class/ charging)	Put your unprotected device in your backpack
Bring your device every day	Throw or step on your device
Charge your device every night	Put stickers on your device
Treat your device with care	Leave your device at home or unattended
Report a lost/stolen device within 48 hours	Share or swap devices
Report damage quickly	Eat or drink near the device

Fines

You and your parents may be subject to fines if you break or lose the device. Some of the possible fines are:

- \$35 for lost charger
- \$60 for each instance of damage (broken screen, cracked plastic, etc.)
- \$200 for a lost, stolen, or broken beyond repair device



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Optional Limited Technology Coverage

Optional limited technology coverage is available for purchase for a non-refundable \$20 fee per student, once per school year. Only cash or debit/credit cards are accepted. Cash payments are made at the school. Debit/credit card payments are made online at each school's web store. Students and parents/guardians may purchase the coverage beginning at "Round Up" (CLAW, SOAR, ROAR, SPEAR, etc.), through the last school day in April. The limited technology coverage covers the first breakage and the first theft with a documented police report. For more information, please visit the Future Ready website. To access the website, click on the Future Ready icon that can be found on all site and district home pages.

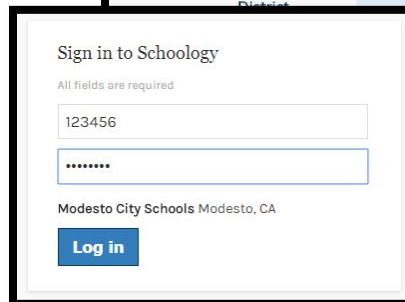
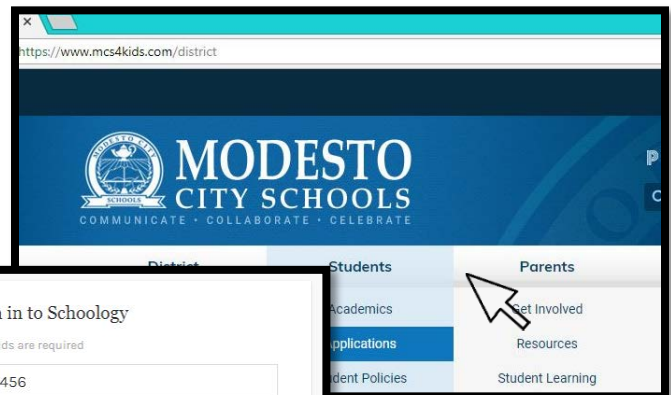


Accessing Schoology

Schoology is an online learning management system used by many teachers to give assignments, tests, and other information. Your teacher may ask you to complete various tasks on Schoology. Good news – you already have an account and access to all your classes! Just follow these steps:

- Open Google Chrome.
- Type in this website: www.mcs4kids.com
- Move your mouse to the "Students" tab at the top of the page and selection "Applications".
- Look in the 2nd row for the Schoology icon. **There will be three links listed – be sure to click on the link that is appropriate for your grade level (9-12).**
- Once you click on the appropriate link, you'll be taken to the login page. **Sign in with your Student ID Number and your password** (the same one you use to sign into your school computer).

Do NOT use your full email address to sign in. Just your ID.



LanSchool

LanSchool comes installed on all student devices.



LanSchool allows teachers to monitor student activity, restrict internet access, and take control of a student device during class time. Students may not opt out of LanSchool.

Help

For additional help and information, please visit the MCS Students Technology Site. To access the site go to www.mcs4kids.com and under the Students menu select the Technology option.

TOPICS INCLUDE:

- Use And Care Of The HP X360 Student Device
- Using Windows 10 & Online Cloud Resources
- Preparing To Take The ISTA
- MCS Internet Information
- How To Successfully Find, Evaluate, Use And Cite Information From The Internet
- Safe Internet Use

