ATLANTA PUBLIC SCHOOLS

INSTRUCTIONAL TECHNOLOGY

Inform. Inspire. Innovate.

Parent Virtual Learning Handbook

2020-2021

Accessing Student Email

1. Open Google Chrome

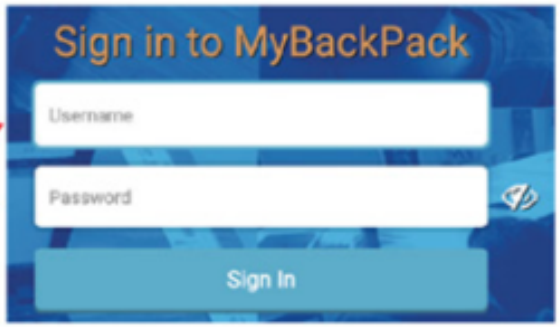
2. Go to myBackpack by navigating to this website

https://mybackpack.apsk12.org

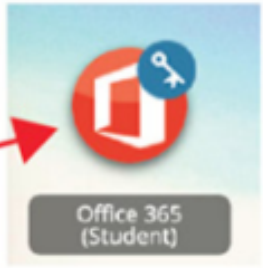
3. Your child should log into myBackpack using their password and username.

Example
77931

Example
jsmith5489



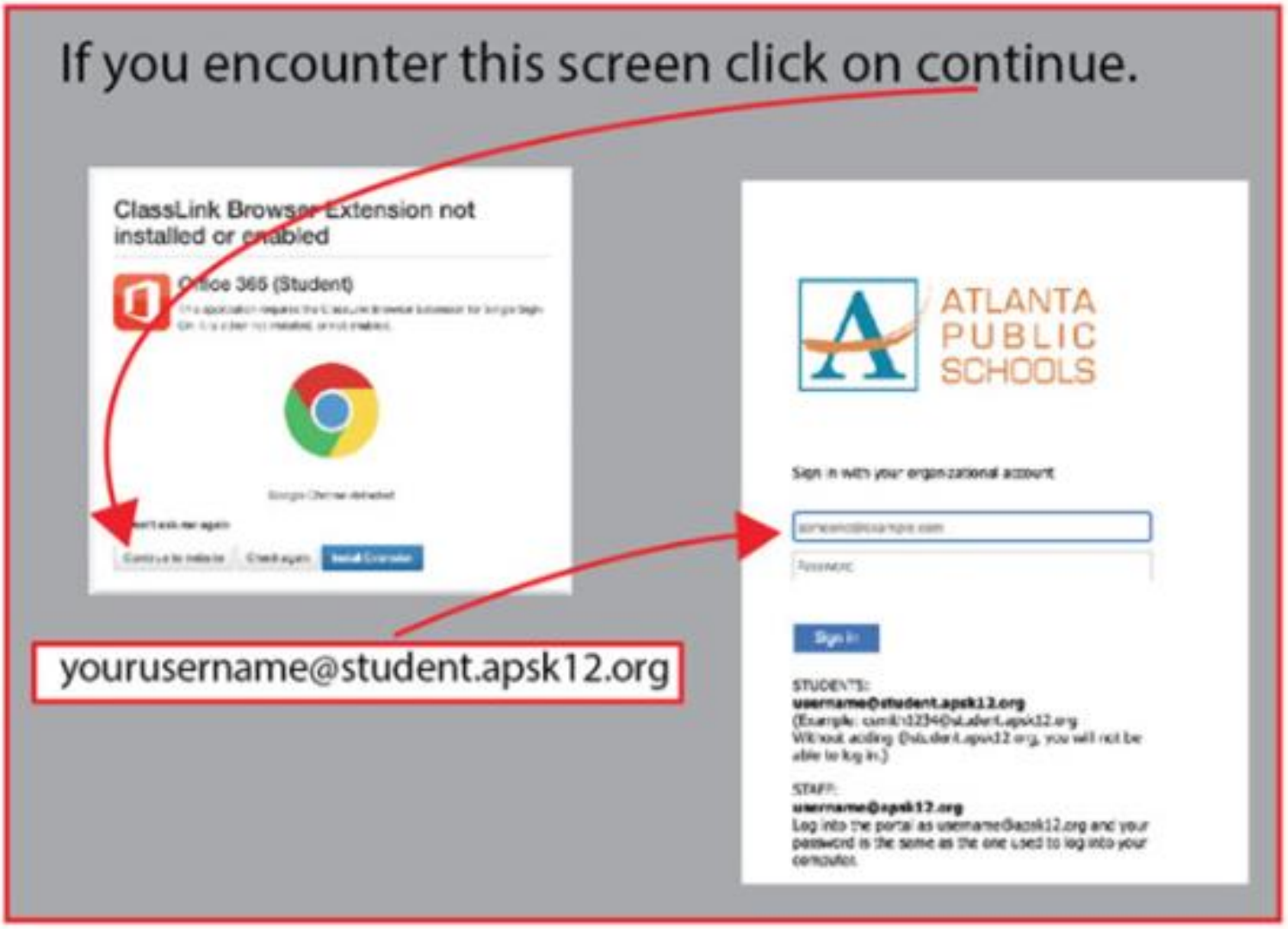
4. Click Office 365 (Student)



5. Click Outlook to check student email

Accessing Student Email

Below is a message that often pops up when accessing student email. If you encounter it, just click the Continue button.



zoom

Video Conferencing

Your child will receive live virtual instruction daily. Teachers will place the links to the live virtual sessions in your child's Google Classroom.

Google Classroom

Live virtual instruction will allow your child's teacher to provide information and interaction in an engaging manner. Your child will also be able to virtually engage with classmates as well during the lesson.

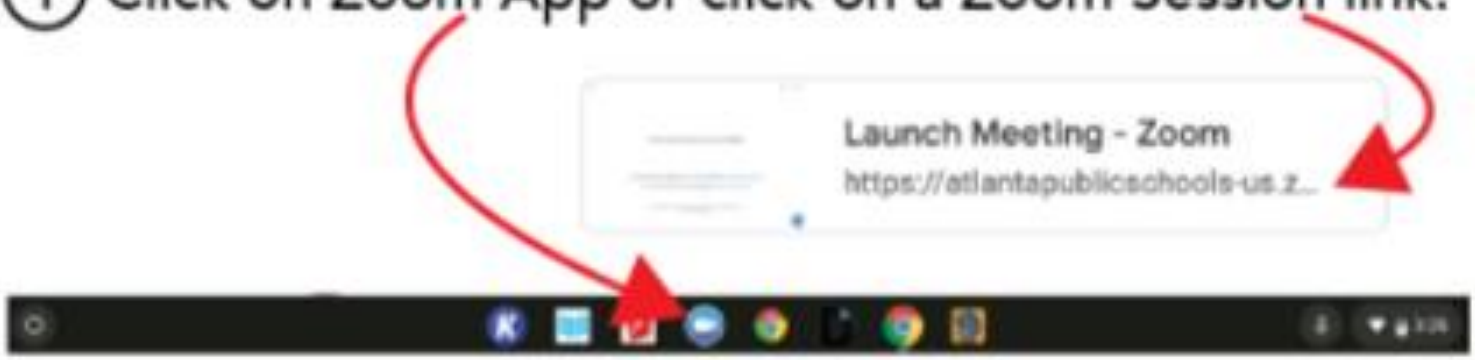
Accessing Zoom From a Chromebook

zoom
Video Conferencing

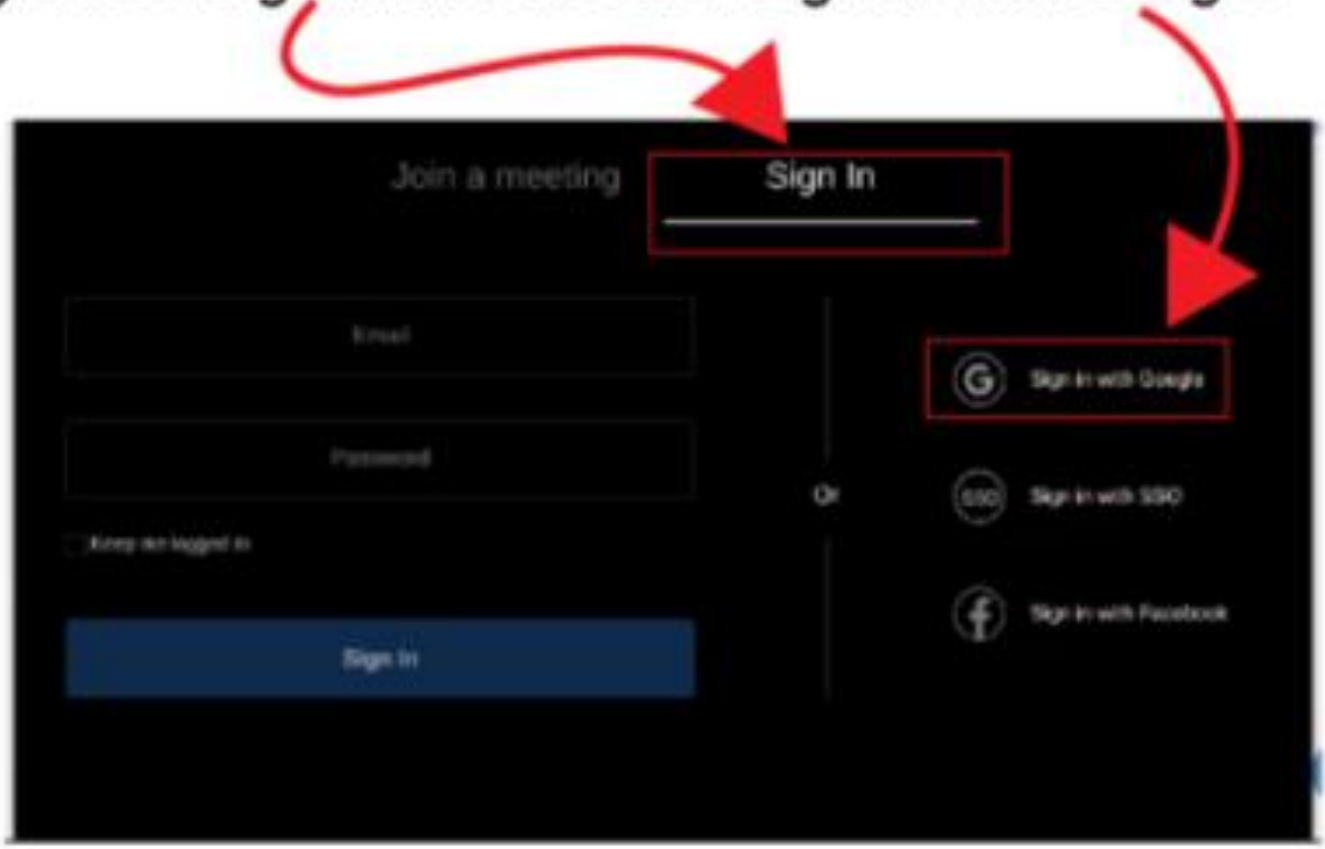
Zoom On Chromebooks

Students must sign into the Zoom App on Chromebooks to successfully join their first Zoom session.

① Click on Zoom App or click on a Zoom Session link.



② Select Sign In and the click Sign in with Google



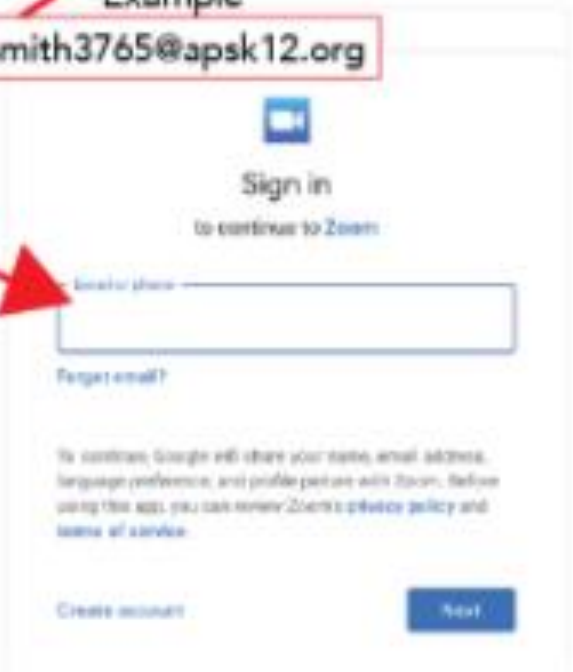
zoom
Video Conferencing

Zoom On Chromebooks

③ Enter your APS username and your APS password.

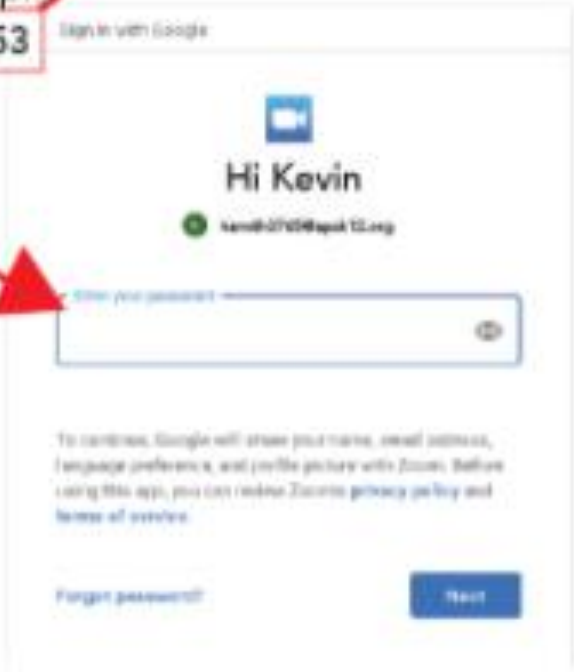
Example

ksmith3765@apsk12.org

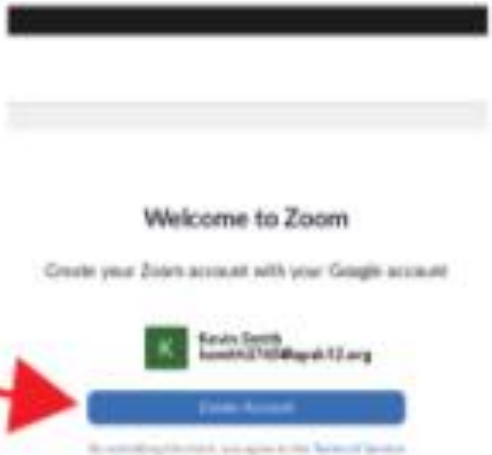


Example

64853



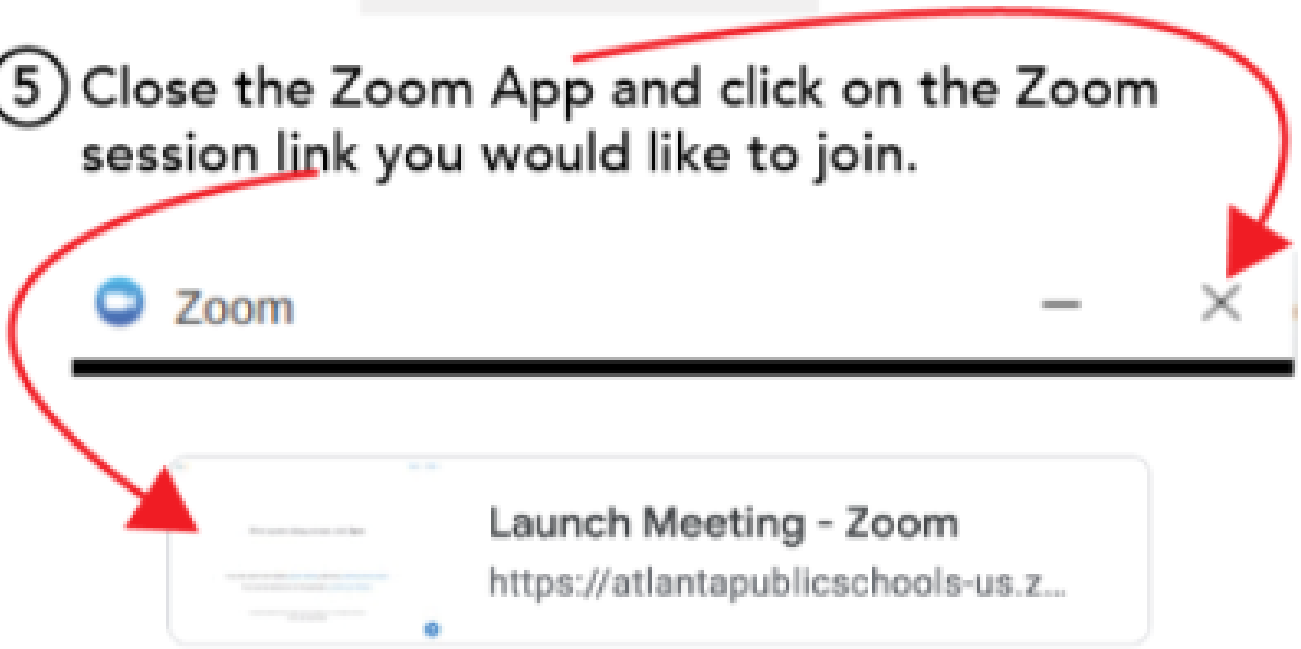
④ Click Create Account.



zoom
Video Conferencing

Zoom On Chromebooks

5 Close the Zoom App and click on the Zoom session link you would like to join.



zoom
Video Conferencing

Accessing Zoom From Home on an iPad or a Cell Phone

zoom

Video Conferencing

Download the Zoom App from the App Store

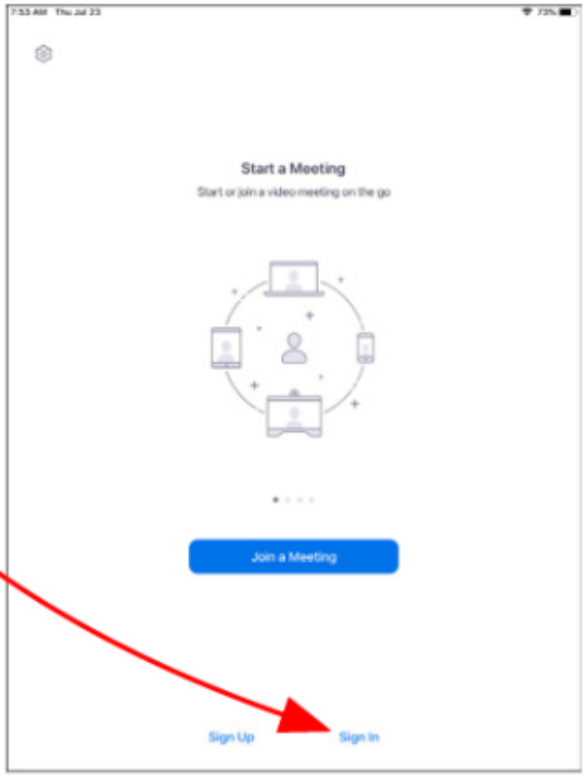
Google Play or

*If your device is an APS iPad the Zoom App has already been installed, proceed to Step 1

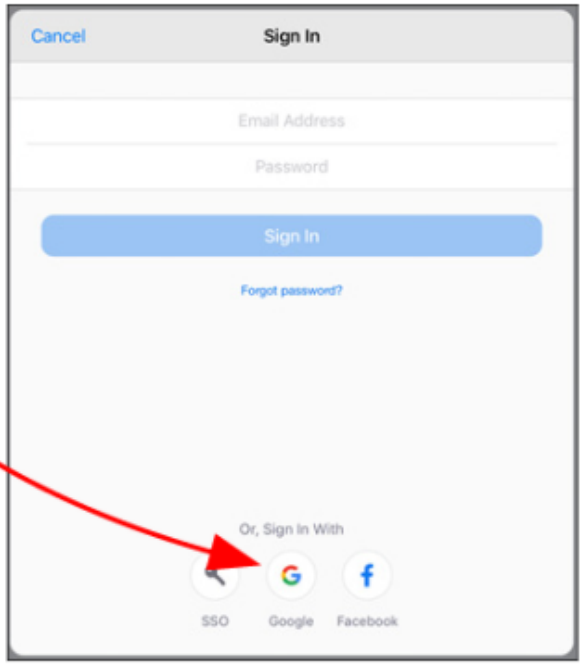
1. Open ZOOM App

This is the app, not the icon in myBackpack

2. Click on Sign In



3. Click on Google



zoom Video Conferencing

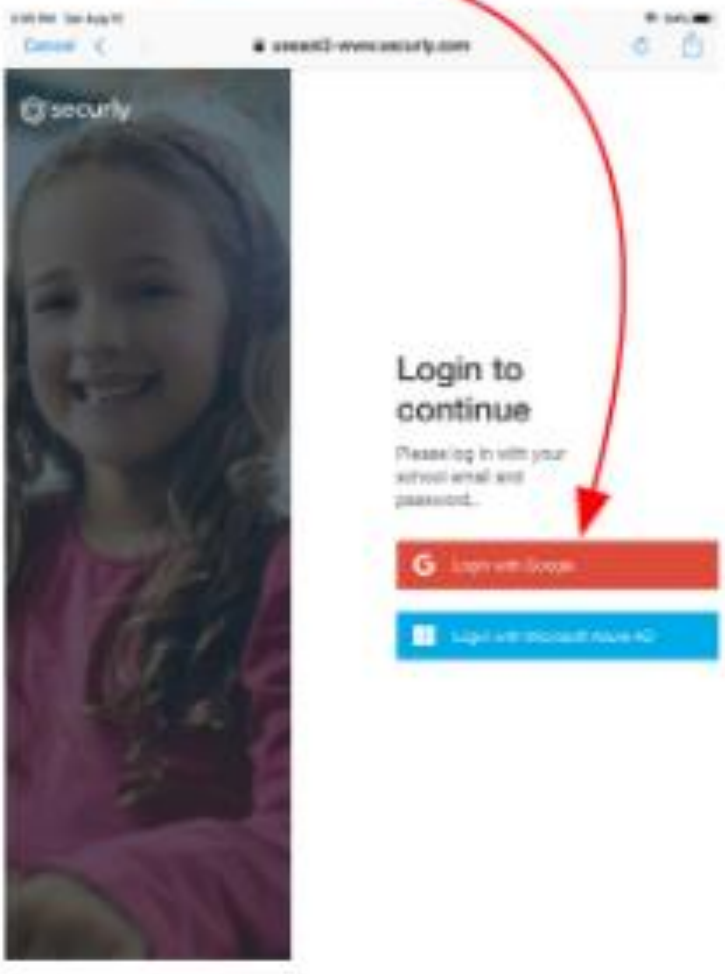
4 Enter your child's username followed by @apsk12.org

Example
jsmith7854@apsk12.org

5 Enter your child's password. (lunch number)

Example
45395

6 Click on Login with Google



zoom
Video Conferencing

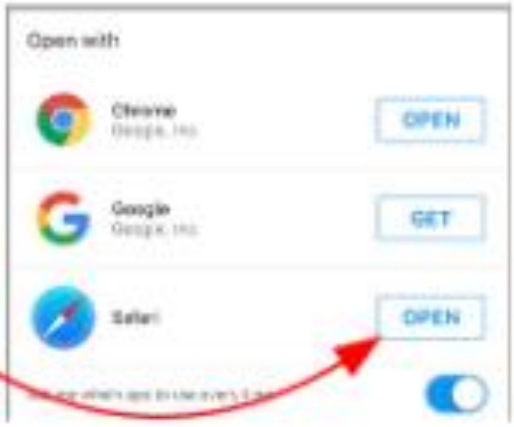
Accessing Your Teacher's Zoom Classroom

You Must Complete Steps 1 through 6 Your First Time

7. Open the Google Classroom App and go to your teacher's Class and click on

Launch Meeting - Zoom

8. Click Open Here



9. Click launch meeting

10. Click Open

zoom
Video Conferencing

ATLANTA PUBLIC SCHOOLS

myBackpack

Less time logging in...
More time learning.

ATLANTA PUBLIC SCHOOLS

myBackpack.apsk12.org

www.

ANDROID APP ON Google play

Download on the App Store

Available on the web, in the App Store, and Google Play.

All Atlanta Public Schools students and staff can access their favorite websites and school applications from any device anywhere there is internet connection. You can also download the “APS myBackpack” app in iTunes and Google Play.

Once logged in, myBackpack acts as a single sign-on so you do not have to remember all the different web addresses and passwords for your favorite school resources!

You can access your APS myBackpack from the web (mybackpack.apsk12.org) or download the app from the Apple App Store or Google Play for your tablets and cell phones..

To obtain your myBackpack username and password please contact your student’s school.

How to Log Into myBackpack

Your child can access APS myBackpack from any device with WiFi. APS myBackpack can be accessed from the web via **http://mybackpack.apsk12.org/** or download in Apple App Store and Google Play.

Log into myBackpack 3 different ways:

myBackpack Website

Apple Store

Google Play

Log In Credentials

Username: APS Network ID

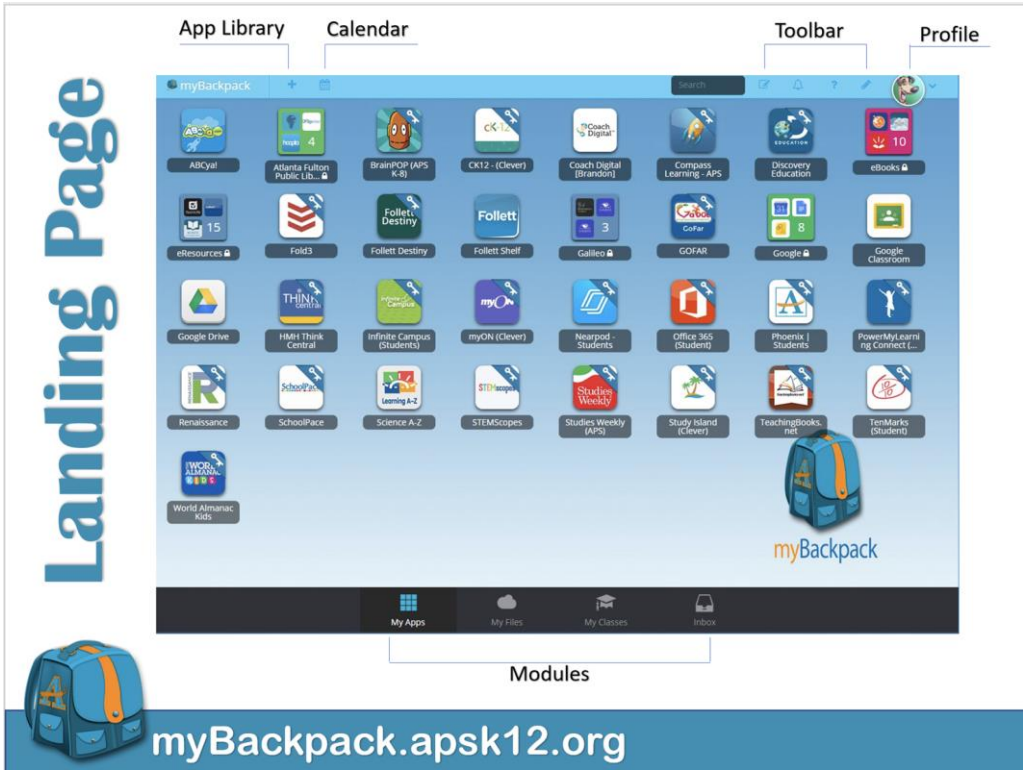
Password: Lunch ID

If you do not know your child's myBackpack username and password please contact your student's school.

Logging into myBackpack

STEP 1: On a computer, navigate to mybackpack.apsk12.org or open the app on your mobile device, tablet, or iPad.

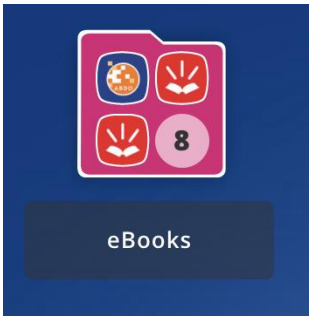
STEP 2: Your student can access his/her schools apps from their landing page.



Library Media Services

Located in myBackpack

eBook Access



APS eBooks provides every student with electronic access to books on our virtual bookshelf. Students simply log in to My Backpack, navigate to the eBook folder and select a specific icon to locate books. An additional login for Big Timber Media books may be required using the following credentials: username - atlantaps password - readmore. No other resource will need an additional username/password.

CLASS Pass is a partnership with Fulton County Library System where all APS students and staff have access to thousands of books and digital resources available at the library. Click here for more information.

myON is a personalized digital library of more than 6,000 enhanced digital books at the fingertips of students in grades K-8. This resource is accessed via MyBackpack and does not require an additional login information. Click here for a video.

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FREE TUTORIAL!

7 Days a Week | 9:00 am - 11:00 pm

ATLANTA PUBLIC SCHOOLS

TUTOR ATL

myBackpack

myBackpack.apsk12.org

FREE TUTORIAL!

7 Days a Week | 9:00 am - 11:00 pm

ATLANTA PUBLIC SCHOOLS

TUTOR ATL

myBackpack

What is TutorATL? TutorATL program is a free, one-on-one, on-demand homework help platform offered to K-12 students in metro Atlanta.

How do I access TutorATL? Just sign into your myBackpack on your computer, laptop, tablet or phone and click on the TutorATL logo.

What can I get help with? You can receive help in 40+ subjects including:

- **MATH**: Elementary • Algebra I and II • Geometry • Trigonometry • Calculus • Statistics
- **SCIENCE**: Earth Science • Biology • Chemistry • Physics
- **ENGLISH**: Vocabulary • Grammar • Writing Center
- **SOCIAL SCIENCES**
- **WORLD LANGUAGES** | Spanish • French • German

AND

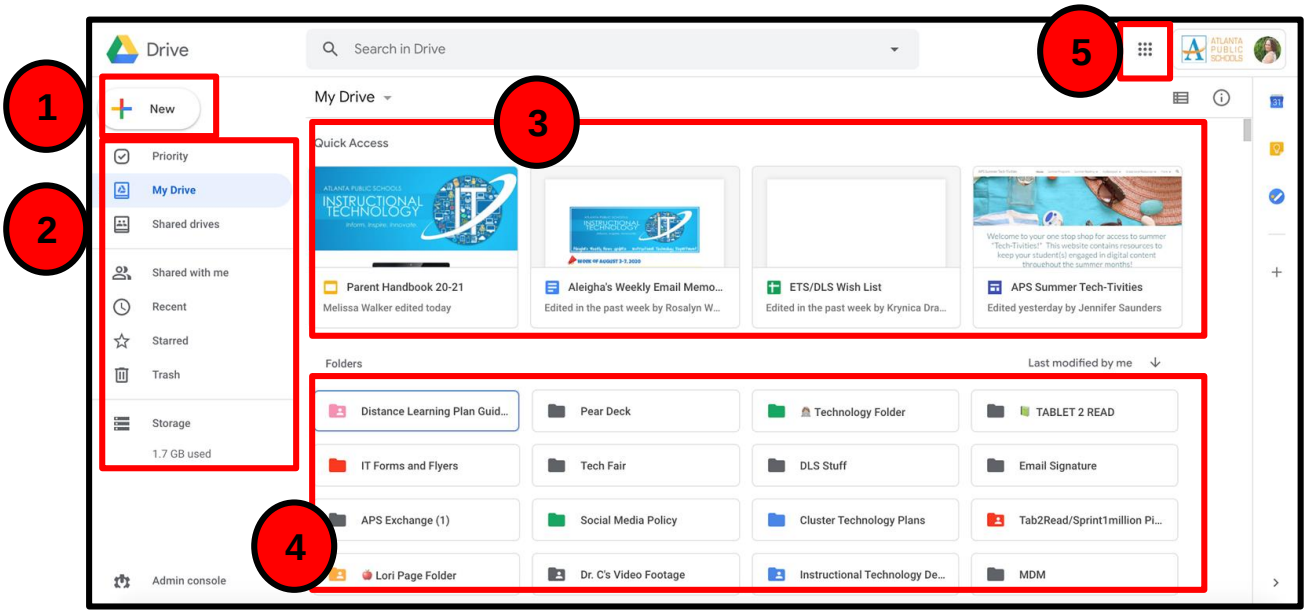
PROOFREADING | TEST PREP | ADVANCED PLACEMENT (AP)

myBackpack.apsk12.org

What is Google Suite for Education?

All Atlanta Public School students have access to their own GSuite full of apps to engage your students in collaboration and productivity. To access this suite of Google applications, your student should open their Google Drive by clicking on the Google Drive app in myBackpack or by going to drive.google.com and entering in their APS login credentials. Once they are logged in, their Google Drive will open.

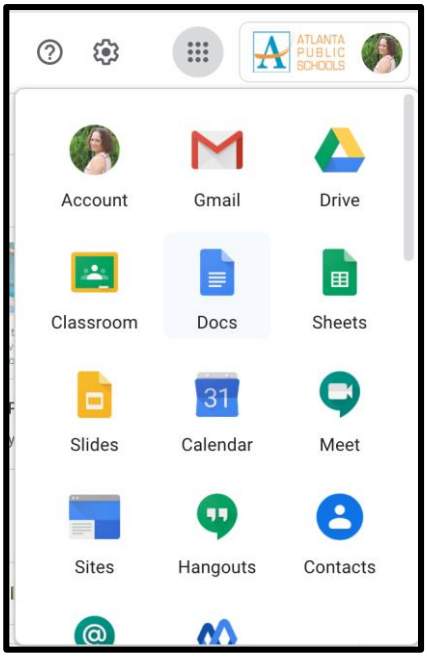
Let's take a closer look at their Google Drive:

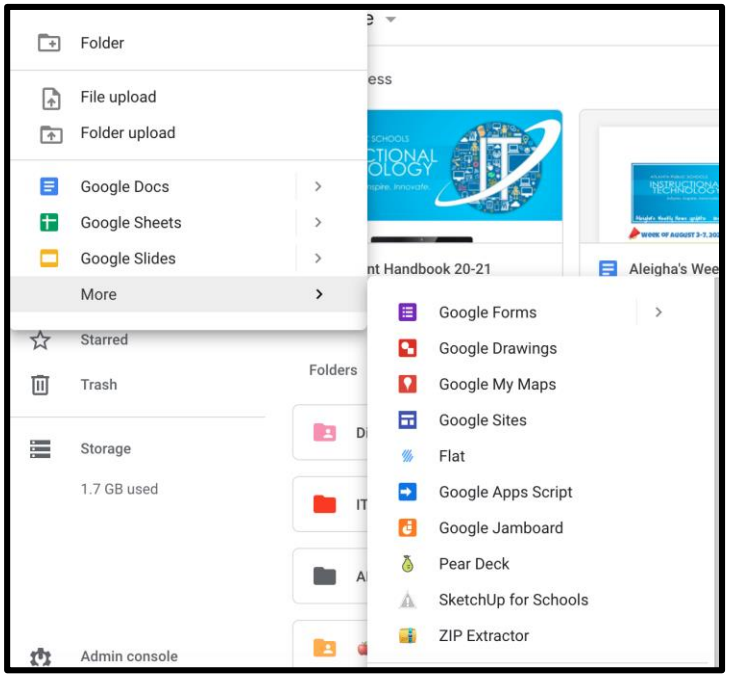


1. "New" allows your student to create a new Doc, Sheet, Slide, etc.
2. This is where your student can access documents in their personal Google Drive or in "Shared Drives."
3. Quick Access provides your student with quick access to their most recently accessed documents.
4. Folders are where your student will be able to access the folders that they have created to organize their Google Drive. Folders can be color coded for further organization by right clicking on the folder and selecting color.
5. The "waffle" allows your student with access to their GSuite applications.

When your student clicks on the “waffle” on the top right hand corner of their Google Drive, a drop down menu will open. Students can access any of these applications by simply clicking on the application. A new, blank version of that document (Docs, Sheets, Slides, etc) will open and automatically be saved to their Google Drive. From there, students should title their documents and then begin working as instructed by their teacher.

Please note: Gmail is NOT available for APS students or teachers! Our email communication is Outlook.





Your student can also create a new Google Doc, Sheet, Slide presentation, etc by clicking on the “New” button on the top left hand side of their Drive. From there, a drop down will open. They can create a new folder here to organize their Drive, upload a file or a folder, and create new documents as needed. If they don’t see the application that they are looking for (ie. Drawings, hover over the “More” option and an additional drop down will open.

Google Classroom

Your child's teacher may use Google Classroom as their virtual classroom to create, distribute and grade assignments. Google Classroom streamlines the process of sharing files between teachers and students.

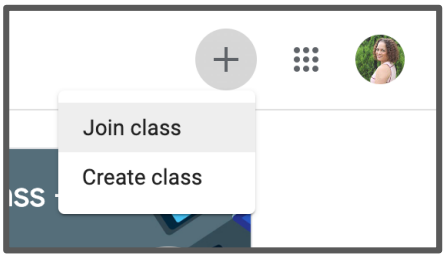
Students can access Google Classroom through myBackpack or by going to classroom.google.com and entering in their APS student login credentials. Google Classroom can be accessed through any device that has wifi including laptops, iPads, and cellular devices.

Students will join their teacher's Google Classroom in one of two ways:

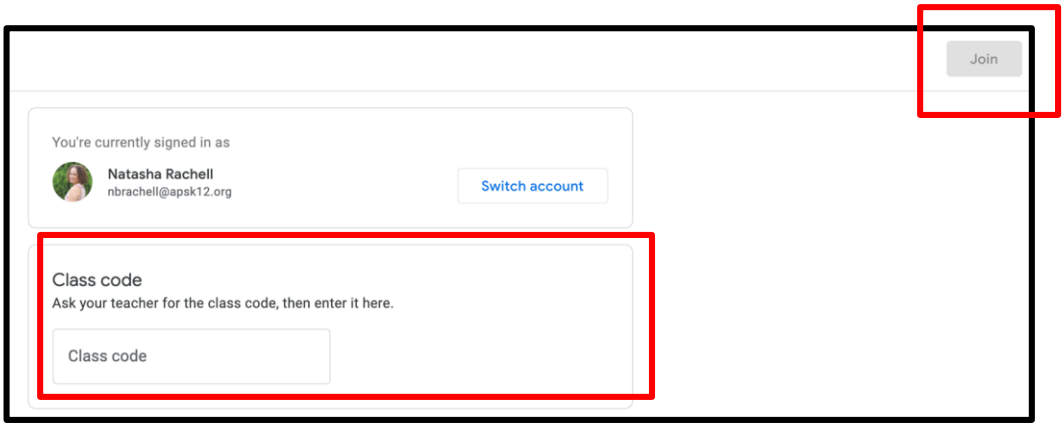
1. With a join code provided by their teacher.
2. Their teacher will add them.

JOIN CODE:

Teachers will provide students with a "Join Code" to join their Google Classroom. Students will click on the "+" in the top right hand corner and then click "Join Class."

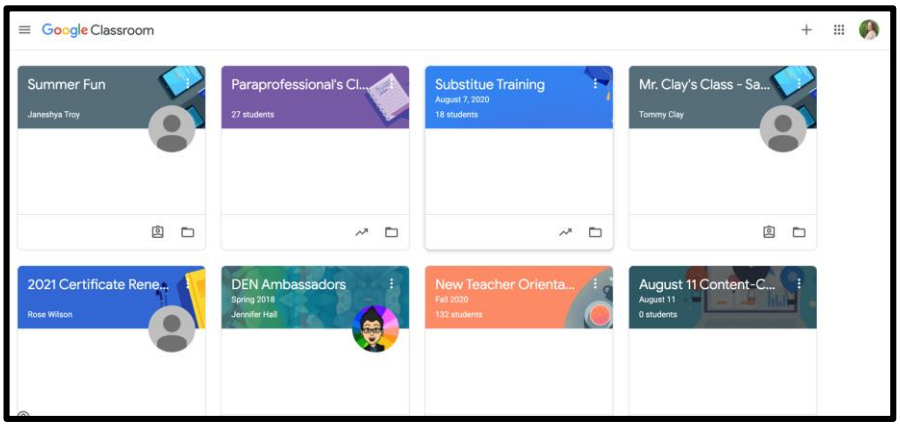


They will then be prompted to enter in the join code provided by their teacher. Once the join code is entered, they will click "Join" in the top right hand corner.



Google Classroom

They now have access to their teacher's Google Classroom! Students will also see any other Google Classrooms that they have joined here as well.



<u>TEACHER ADDITION OF STUDENTS:</u>

If your student's teacher adds their students to their Google Classroom, when your child logs into Google Classroom, they will see the class in their dashboard of classes.

To join their teacher's classroom, your student will simply need to click the join button for that class. They will then be a part of that teacher's Google Classroom.

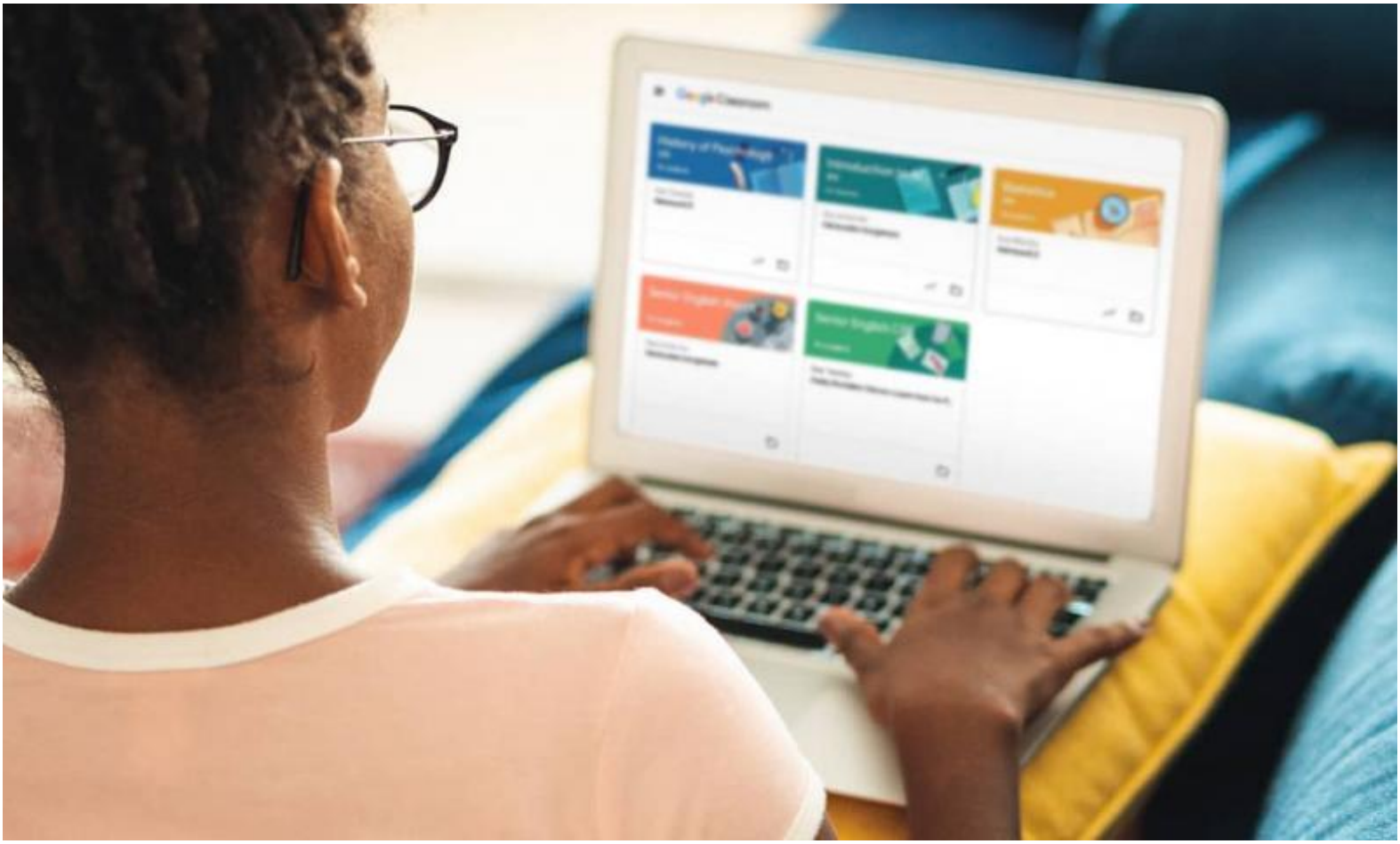
Google How-To Videos

Please click on the videos and links below to learn more about the G Suite for Education.

Google for Education has put together an entire playlist called the **"Tech Toolkit for Families and Guardians: Junior Training Video Series."** Click the image below to access this YouTube playlist.

Google Classroom

Accessing Google Classroom from Home on an iPad or Cell Phone



Google Classroom

Accessing Google Classroom From Home

On An iPad (and Cell Phone)

Download or locate the Google Classroom App from the App Store.

or

*If device is an APS device the Google Classroom App has already been installed, proceed to Step 1

1. Open the Google Classroom App

This is the app, not the icon in myBackpack

2. Click on Get Started

3. Enter your child's username followed by @apsk12.org

Example

jsmith5489@apsk12.org

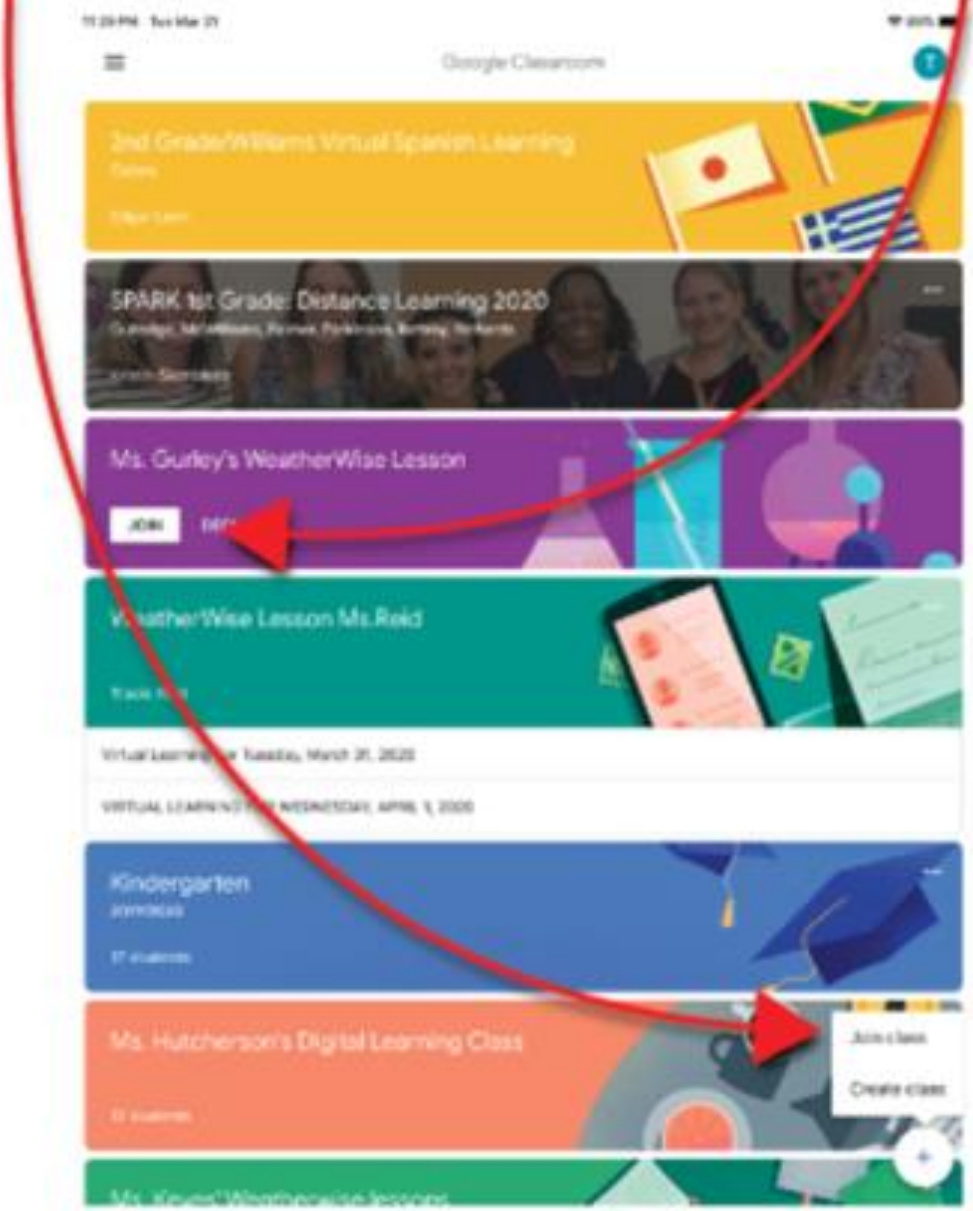
Enter your password. (lunch number)

Example

77931

Google Classroom

4 Select the child's Classroom and click Join. If you don't see your child's class click Join Class and ask their teacher for the Class Code



Google Classroom