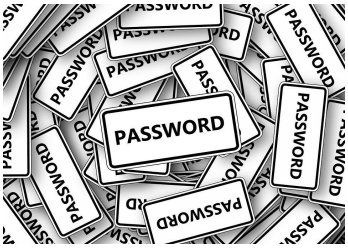


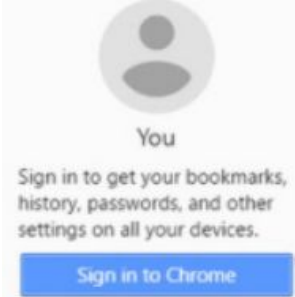


# AACPS Digital Resource Information for Families

<h2>Student Passwords</h2> 	<p>Passwords will be a part of your child's life to keep their online information safe! This is an important life skill that children should begin working on as early as possible. In AACPS students in 4th grade and above will change their passwords every 180 days. We highly recommend you work with your child to help them create a secure password that they can remember and a plan for how to change it each time.</p> <p>Important things to keep in mind about AACPS passwords: they must be at least 8 characters, capital letters, numbers and special characters are allowed, but not required, and a previous password cannot be reused for 4 years.</p>
<h2>Password Self Service</h2> 	<p>Students in AACPS now have the ability to reset their own passwords by registering for Password Self-Service. The registration process takes 5-10 minutes. Students will be asked to choose security questions and to add their answers to these questions. We recommend you work with your child to select the best questions, and choose answers that are accurate, spelled correctly and that they will remember. Need more information about Password Self-Service? Check out our <a href="#">Password Reset Page for Families</a>.</p>
<h2>Google Chrome Browser</h2> 	<p>You may not give a lot of thought to the web browser that is used at home, but in AACPS Google Chrome is the “instructional browser” that teachers have students use when working on the Internet in the classroom. Most of our instructional websites function best in Chrome; some require it! If you do not have the Chrome browser installed on your child’s computer, click here to <a href="#">download Chrome</a> for Mac or PC. To install on an iPad it can be accessed in the <a href="#">App Store</a>. Android devices will come with Chrome.</p>
<h2>Signing into Chrome</h2> 	<p>To maximize the student’s experience in Chrome and ensure that they can access the same tools their classroom teachers have them use, students should sign into Chrome. Follow <a href="#">these directions</a> to have your child sign into Chrome to gain access to their bookmarks and extensions.</p> <p><b>Have more than one child in AACPS?</b> Do your children share a computer at home? Perhaps they even share the computer with you! Watch this 4 minute <a href="#">video</a> to find out how all Google users in your household can be signed into Chrome simultaneously and you can just toggle between the accounts so everyone has access to only their own online resources. (<a href="#">Printable directions</a>)</p> <p><b>*Please Note:</b> <i>If your child has signed into a Chromebook with their AACPS accounts then they are signed into the Chrome browser.</i></p>

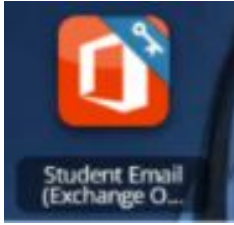
## ClassLink at home



When logged onto computers and Chromebooks in AACPS, students have an online homepage called Classlink. The Classlink dashboard contains the links to the websites and online textbooks that students use frequently in class so they don't have to waste instructional time conducting searches or typing in web addresses. Classlink is also a "single sign on service" that allows students to get into their AACPS online accounts without having to remember multiple logins or to waste time repeatedly typing in usernames and passwords.

Follow [these directions](#) for how your child can access their ClassLink from home.

## Exchange Email



Secondary students have access to AACPS email. This email account will allow them to email AACPS staff. They will not be able to email fellow students, or email outside email addresses (gmail, hotmail, yahoo) from this email account.

Students can access their AACPS email by clicking on the Exchange icon on Classlink. Or through Outlook in Microsoft Office (more on this below). They can log into this account with [studentid#@aacps.org](#), and the same password they use to logon to AACPS computers.



All AACPS staff and students have a Google for Education account. Your child's login to this account is [studentid#@aacps.org](#), and the same password they use to logon to AACPS computers. This account includes a cloud drive of unlimited storage for digital folders and files. It also includes a suite of productivity tools that include Google Docs, Slides, Drawings and more. **Please note:** AACPS students DO NOT have Gmail accounts.

Our Google for Education accounts also include access to Google Classroom.

## Google Classroom



Google Classroom is a paperless, digital class platform for teachers to share resources, announcements, assignments and assessments with students. Students can access, complete, and turn in their assignments and assessments. Teachers can grade, share feedback and return those assignments and student scores, without a piece of paper every changing hands. Google Classroom is the platform being used for virtual teaching in the 20-21 school year.

For more information about Google Classroom, check out the [What is Google Classroom](#) file created for families.

## Google Meet



Google Meet is the video conferencing application that teachers will use to hold virtual meetings with students. Meetings may be whole class, or small group.

Students will find their meeting links in Google Classroom. If students do not see the link to join a Google Meet, it has been turned off by the teacher. They would need to contact their teacher to request the meeting link.

**Please note:** students do not have the ability to create Google Meets with their AACPS accounts, only to join those created by staff.

## Online Textbooks



Links to access the online textbooks that students use in various classes are all available from the **ClassLink** homepage. If students follow the directions above to use Chrome, sign into Chrome, and access ClassLink, they can click and enter into any of their online textbooks from the Classlink page. This includes McGraw Hill, StemScopes and TCi among others.

## MackinVIA



### Research, eBooks, Online Databases

Students can access a virtual library through MackinVIA on Classlink. AACPS offers a subscription to a variety of professional online databases that students can use in class and at home to conduct research for class assignments. Using these resources will alleviate the frustrations that students and their parents can experience when endless Internet searches fail to yield helpful or useful results. Students can access all of their online databases through MackinVIA in addition to all available eBooks, and any online library resources their school provides.

## Online subscriptions



Looking for quality instructional platforms your child can access online from home? **These applications are accessible through Classlink:**

**Discovery Education** - AACPS has a subscription to DE where students can access videos, audio files, images and articles that can all be incorporated into other projects.

**Google Earth** - Google Earth is free and online! Students can travel the world by simply typing in where they would like to go. Students can search for street addresses, landmarks, countries, continents, oceans and more.

**The Math Learning Center**- The Math Learning Center has free digital math manipulatives including geoboards, number frames, pattern shapes and more.

**Typing Club** - Elementary students in AACPS have access to Typing Club to help them learn to type faster, more efficiently, and with more accuracy.

**WeVideo** - AACPS has a district license for the online video recording and editing platform. Students can record video or audio files, add narration and still images and perform advanced video editing to make a polished final project.

**Wixie** - All AACPS students have accounts for Wixie. Wixie is an online whiteboard program where students can write, type, paint pictures and tell stories. They can even record audio narration for their slides or include videos.

## Microsoft Office Pro Plus



Families in AACPS can install Microsoft Office Pro Plus on up to 5 computers to have access to Office at home. Follow [these directions](#) to install.

All AACPS staff and students have a Microsoft OneDrive & Office 365 account. Your child's login to this account is [studentid#@aacps.org](mailto:studentid#@aacps.org), and the same password they use to logon to AACPS computers. This account includes a cloud drive with 1 Terabyte of storage for digital folders and files. It also includes a suite of productivity tools that include Microsoft Word, PowerPoint, OneNote and Excel online.

**Please note:** secondary students can access their AACPS email through their Office applications by opening and signing into Outlook with their AACPS credentials.



## Digital Citizenship



Concerned with **how** your child is using the Internet? AACPS has some great Internet safety and digital citizenship tools for students and families.

<https://www.common sense media.org/>

<https://www.missingkids.org/netsmartz/home>

<https://www.common sense.org/education/digital-citizenship/curriculum>

## Help Resources



For tutorials and resources on the Google and digital tools used in AACPS, visit the [Intro to Google and Other Digital Tools Website](#) for families and students. This site is also linked on all students' Classlink page; look for the Google G icon.