Hey all!

Below are the common instructions on how to log into your class period via Canvas.

1. Log onto your computer. (Nine-Digit ID@mvusd.org and Password)
2. Open Google Chrome, and type in www.gowsms.com
3. Towards the middle right of the screen, you're going to click 'Office 365'.
4. It should automatically log you in, if not, refer to direction #1.

Webmail	Contact us	Registration	Learning Links	Canvas Student Portal	Menus	Grades	Office 365

OFFICE 365:

Zoom

1. First thing you want to click is 'Zoom' on your screen. (Little Blue Icon with the video camera) If you don't see it, look to the search bar up top, and type in Zoom. Click the application with the blue box next to it.
2. Press Sign-In.

> Sign in   Configure your account

3. As soon as you're signed in, it'll bring you to your settings. You can go ahead and go back to the Office 365 main screen. What this does is combines your Canvas acc. and your Zoom acc. together.

Canvas

4. Back at the main screen, you want to click 'Canvas' on your screen. (Little Dark Orange and White Icon). If you don't see it, look to the search bar up top, and type in Canvas. Click the application with the orange and white circle next to it.
5. This will navigate you to Canvas.

CANVAS:

Home

Assignments

Announcements

Discussions

Google Drive

Office 365

Flipgrid

1. Locate your class period. [[For example, if you have first period 'Science', scroll down and look for the Science module.]]
2. The first thing you want to do is look for a Live Meeting link. On your teachers' homepage, you may see a box or link that has something along the lines of 'Live Meeting Here'. If you see nothing referring to a live meeting link, you'll want to look to the left of the screen, and click 'Announcements'. The link is more than likely to be there if not found on the home screen.
3. When you click the teacher's link, it'll navigate you to either Microsoft Teams, or Zoom.
4. In Canvas, you can also access your teacher's assignments in the 'assignments' tab to the left side. This is where you can view, edit, and submit assignments.

Possible Problems and How to Resolve Them:

- Possible Problem with Zoom: "You must have access/You are not a part of the organization"
- SOLUTION: Click 'Dismiss' or 'Leave Meeting' and then click 'Sign In'.
- Possible Problem with Teams: "You must have access/You are not a part of the organization"
- SOLUTION: Click 'Dismiss' or 'Leave Meeting' and then click 'Sign In'.
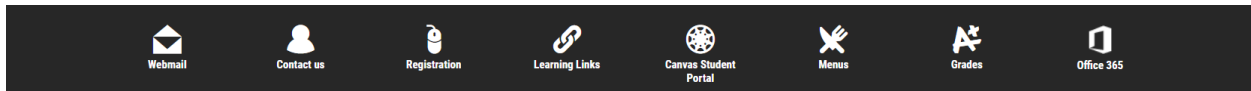 [IF BOTH OF THESE DO NOT WORK, YOU NEED TO CLOSE EVERYTHING, AND LOG BACK IN]
  If it STILL doesn't work: If you guys see log in with SSO, click that, and type in "Murrieta-k12-ca-us" and then press enter.
  If it STILLL doesn't work: Go back to the browser, and click 'join from browser'. It's generally in smaller text, highlighted in blue.

  If these do not work (at all) call the school, and ask for Jacobie.

Accessing *Grades* via Aeries

1. Log onto www.gowsms.com, and look the middle of the screen, and click on GRADES. (The A+)

2. Log in with your student ID, as well as your password. There, you can access your individual class grades and check on missing assignments.
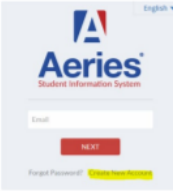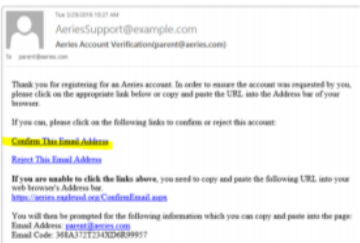

LINKING Aeries with Parents:

1. For parents to see their child's canvas account, they are able to link accounts.

2. Follow the attached documents on how to do so.

Steps to take:

What it looks like:

1. Go to the Aeries Portal at:

https:// aeriesnet.murrieta.k12.ca.us/ parent/LoginParent.aspx

click **Create New Account.**

2. Select Account Type:

Parent or Student then click next

3. The parent/student will be prompted for an email address and a password to use for the new account.

Students must use their school provided email that consists of their:

9-digit ID@student.murrieta.k12.ca.us

4. A **confirmation email** will be sent to the email address entered above.

In order to proceed, go to that email and **confirm the address** by clicking on the link provided in the email.

Steps to take:

What it looks like:

5. After confirming, the following webpage will display.

Please follow prompts and continue with the registration process. Return to the log-in page and sign-in.

6. Enter the email address and password set for the account.

Proceed with prompts and enter requested student information.

The 3 pieces of information must be verified in the student database, to associate the new account with a student (s).

7. A message will display indicating the account is now linked to a student.

At this point you can add another student to the account or click on the Home button in the top left corner of the screen to access your students information.