

ARTS HIGH SCHOOL TECHNOLOGY GUIDE FOR REMOTE LEARNING 2020

What You Will Need

1. **Device** - chromebook, laptop, tablet
 2. **Parent/Guardian PowerSchool Log-In Credentials**
 3. **Student ID Number**
Student ID Numbers can be found in PowerSchool
 4. **Student District Email** – studentfirstname.studentIDnumber@nps.k12.nj.us
Please Note - Students do not have an actual email account; this email address is used exclusively as a log-in user name for select district platforms
 5. **Student Network Password**
Passwords for all New Students have been re-set to *welcome*.
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Logging-in To Your Arts High School Chromebook

1. Follow the step-by-step instructions located on the district website at:
<https://www.nps.k12.nj.us/departments/information-services/chromebook-on-optimum/>
 2. You will need your Student ID #, and Student Network Password to use as your log-in credentials
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Obtaining Your PowerSchool Schedule

1. Use your parent/guardian’s credentials to log-in to PowerSchool
 - a. The PowerSchool Log-in credentials are assigned to the parent/guardian, not the student
 - b. New students received an email with PowerSchool Log-in credentials (most recently on 9/3/20)
 - c. If you do not have PowerSchool log-in credentials, please contact AHS parent liaison Davonne Salley –
D1Salley@nps.k12.nj.us
 2. Locate your PowerSchool class schedule, and print/save/copy
 3. This schedule consists of 9 periods, including lunch, and tells you during which period of the regular school day each of your classes would meet.
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Determining Days/Times When Your Classes Meet Remotely

1. Go to the Arts High School website – www.artshighschool.org
 2. On the homepage, just below the image carousel, click on [Remote Learning Schedule – Fall 2020](#)
 3. This document tells you on which day and time each of your classes will actually meet remotely.
 4. Please Note – Since school begins on Tuesday, September 8th, your homeroom will meet at 8:40, and then you will start with Period 5 at 8:50.
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Your Google Classrooms

1. Your Google Classrooms for each class have been populated in your NBOE district Google account automatically, based on your PowerSchool schedule. This process updates daily, so if your schedule changes, so will the Google Classrooms in your account.
 2. To access the NBOE Google Portal, follow the step-by-step instructions located on the district website at
<https://www.nps.k12.nj.us/departments/information-services/help/google-account/>
 3. You will need your NPS email address and your student network password
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To Log-in to Your Classes on WebEx

1. Each instructor will provide the WebEx meeting code and password for your class period in the Google classroom for your class period.
 2. For step-by-step instructions on logging-in to WebEx, please follow this link to the district website -
<https://www.nps.k12.nj.us/departments/information-services/cisco-webex/>
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Resources

For Assistance with:	Contact	Phone	Email
PowerSchool	Davonne Salley, parent liaison	973-733-8346	D1Salley@nps.k12.nj.us
SchoolMint	Edith Battles, Clerk	973-388-2894	EBattles@nps.k12.nj.us
Student Network Password	Lisa Bento, Technology Coordinator	973-733-8241	LBento@nps.k12.nj.us
	Sean Warner, Operations DC	973-733-7102	S1Warner@nps.k12.nj.us
Schedule	Tameka Green-Foote, VP Scheduling	973-733-7747	TGreen-Foote@nps.k12.nj.us

For Technical Assistance

Please fill out the [Technology Assistance Form](#) on the AHS HomePage under Fall 2020

For General Assistance

Visit our Virtual Main Office on WebEx

ID: 120 672 4886

Password: Arts2020

Policy Reminders

All students must:

- log-in to homeroom every morning in order to be marked present for school
 - attend every online class on time, and for the entire period
 - check Google classrooms daily, and complete all assignments
 - check Remind app, AHS Instagram, and/or AHS website regularly
 - email teachers if you will miss class for any reason
 - attend all scheduled grade-level meetings, advisory periods, etc.
 - reach out to counselors, teachers, administrators if you are struggling
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NETiquette for Remote Learning

All Students must:

- log-in to meetings on-time
- keep their camera on throughout the entire class
- keep their microphone muted, unless instructed by the teacher to unmute
- refrain from inappropriate comments in the chat
- dress appropriately, and in school colors, for every class meeting