

# Preparing for Virtual School

**Tuesday, Sept. 1st**

- Be sure that you have followed the directions for setting up your computer.
- Login into Canvas by following the directions below.
- Go to SDLAX homepage <https://www.lacrosseschools.org/>



- Click on Canvas Students & Staff (on left)
- A Microsoft Sign In box will appear (or sign in may be automatic if using Chrome)
- Enter your school district email address
- Click Next
- Enter your computer password
- Click Sign In
- You will see your Canvas Dashboard. Read the welcome instructions at the top.
- Go to your schedule on Skyward. You need to know what class you have for which hour. Arrange your classes within Canvas in class period order by dragging them.

If you need assistance, please call Central at 608.789.7900 during school hours.

**Wednesday, Sept. 2nd - 7:50 - 7:55 am (Class at 8!)**

*Today each class for every hour will be watching an instructional video on how to use Canvas, your laptop functionality and online class expectations. These directions should help you find the videos. If you have a study hall or open hour, please see #10 on this list.*

1. Login to your Canvas account using the instructions above.
2. Click on the Canvas course in your Canvas Dashboard that matches your 1<sup>st</sup> period class in Skyward.
3. On the homepage of your 1<sup>st</sup> period Canvas course on your dashboard go the Announcement or locate where your teacher has put a Zoom link.
4. Click on the Zoom link.
5. Sign In to Zoom using your school email address.
6. Enter your password.
7. Go back to the Zoom link that your teacher provided to join the meeting and click on the link.
8. Wait until you are admitted by the teacher to class.
9. When it is time for your 2nd hour go back to your dashboard and click on your 2nd hour class and follow the same process as above. All of your teachers have a Zoom link for today. Do this for your entire 8 period day.
10. FOR SEPT 2: If you have a Study Hall or free period, look for the class INFORMATION/ LIBRARY MEDIA. On the Home page, find the correct period and watch the short video that connects to that hour.

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