



How to Access Synchronous Learning

Daily Schedule:

All students should log on to the Teams meeting by 8:30 AM.

Time	Pre-K	K	1st	2nd	3rd	4th	5th
8:30 - 8:45	Please see the backpack directions	Morning Meeting	Morning Meeting	Morning Meeting	Morning Meeting	Morning Meeting	Morning Meeting
8:45 - 9:30		Reading	Specials	Reading	Block 1	Block 1	Block 1
9:30 - 10:15		Math	Reading	Specials	Block 2	Block 2	Block 2
10:15 - 11:00		Science/Social Studies	Math	Math	Specials	Block 3	Block 3
11:00 - 11:45		Lunch	Lunch	Science/Social Studies	Block 3	Specials	Personalized Learning
11:45 - 12:30		Personalized Learning	Science/Social Studies	Lunch	Lunch	Personalized Learning	Specials
12:30 - 1:15		Specials	Personalized Learning	Personalized Learning	Personalized Learning	Lunch	Lunch
1:15 - 1:30		Debrief	Debrief	Debrief	Debrief	Debrief	Debrief

Logging into devices and the Teams Meeting:

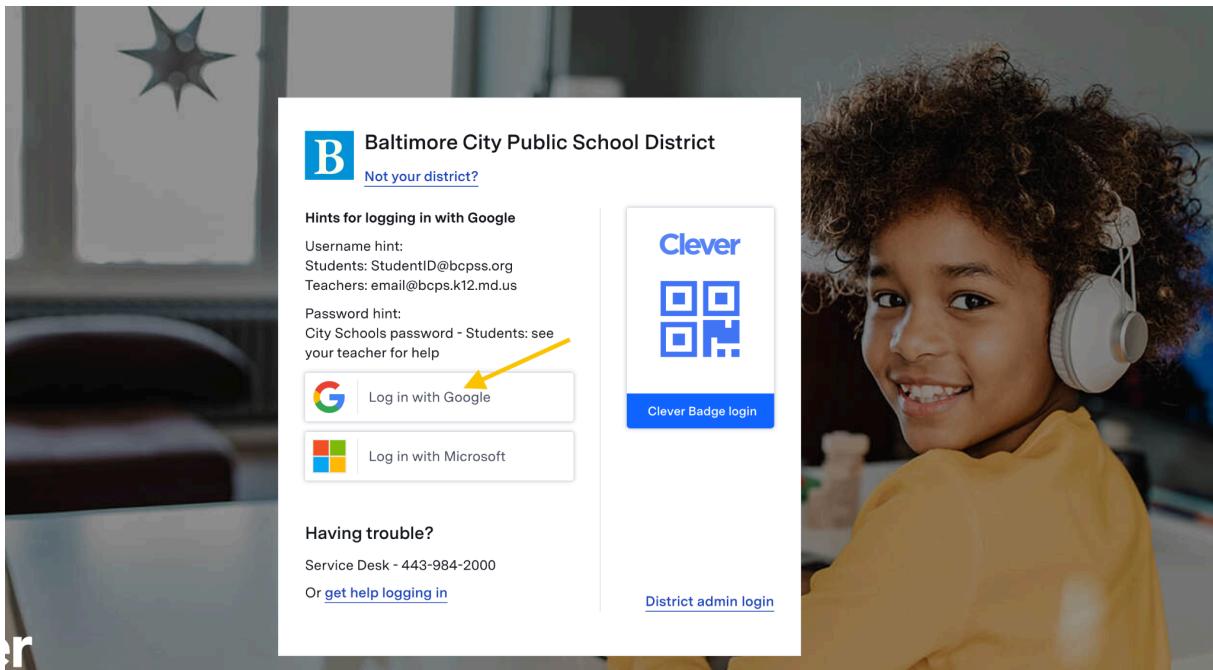
If using a personal device (phone, tablet, computer, Chromebook, etc.) skip to step 3.

1. Turn on the School-Borrowed Chromebook
2. Click "Enter Google Account Information" to go to the log in screen. Log in using your BCPSS credentials. (Your credentials are listed on the log in card attached to these directions. You must use the ID and password exactly as they appear on the card.) If a screen appears asking for a local password, click "forgot password." You will receive a message that says that information cannot be accessed. Click "continue anyway."
3. Open a web browser and go to: <https://www.clever.com/in/bcpss>.



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4. Click "Log in with Google" and enter your BCPSS credentials (use your log in card that shows your ID and password. Your ID will be your ID number@bcpss.org).



5. A "Sign in with Google" window will appear. Click your name with your BCPSS credentials (IDnumber@bcpss.org). If you do not see your BCPSS credentials, select "Use another account" and add your BCPSS account.

C Sign in with Google

Choose an account from bcpss.org

to continue to Clever

Before using this app, you can review Clever's [privacy policy](#) and [terms of service](#).

English (United States) ▾

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6. Click on your Teacher's Page.

The screenshot shows the Clever platform interface. At the top, there is a blue header bar with the Clever logo, the school name 'Furman L. Templeton Preparatory Academy', a search bar, and a 'Portal' button. The main content area is titled 'Favorite resources' and shows several app icons: 'Studies Weekly', a stack of books, a girl with glasses, and an owl. Below this is a section titled 'Teacher Pages' which contains five icons, each labeled 'Teacher's Page' and featuring a red heart icon. A yellow box highlights these five icons, and a yellow arrow points from the text 'Click on your Teacher's Page.' in the instructions above to the fifth icon in the list. To the left of the 'Teacher Pages' section is a sidebar with links: 'Favorite resources', 'Teacher Pages', 'My Apps', 'Library Books & More', 'Resources', 'Frequently Used Apps', 'Survey', and 'Learn More About Clever'. At the bottom, there is a 'My Apps' section with icons for various educational tools like 'Archie Express', 'RCPS Website', 'BrainPOP', 'Canva Education', 'CK-12 Foundation', 'ClassDojo', 'Code.org', and 'Data Link'.

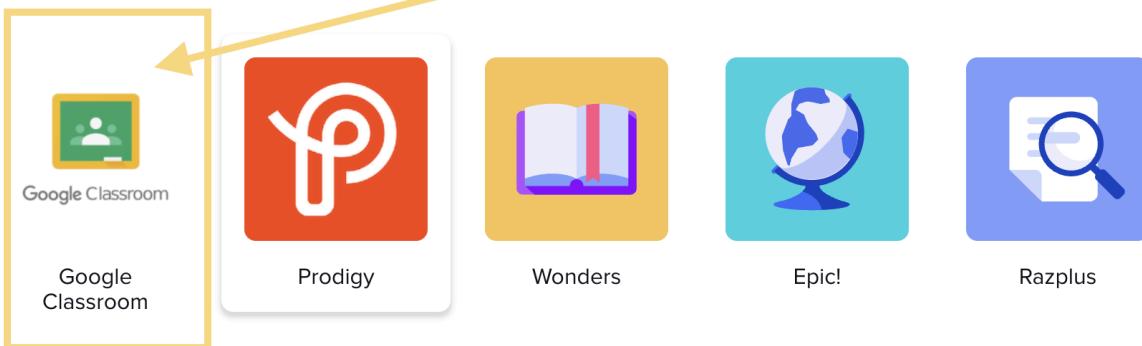


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7. The Microsoft Teams link to your teacher's synchronous class session will be on their page. Clicking the link will take you to the live class on Microsoft Teams. Make sure you allow the use of your microphone and camera when in the meeting so that you can be seen and heard. The link to Google Classroom is also available from your Teacher's Page. The link to your live class can also be found on Google Classroom.

The screenshot shows the Clever platform interface. At the top, there is a blue header with the Clever logo and the text "Furman L. Templeton Preparatory Academy". Below the header, the text "Mr. Teacher's Page" is displayed. In the "Newly Added" section, there are five icons: Google Classroom (highlighted with a yellow box and an arrow pointing to it), Prodigy, Wonders, Epic!, and Razplus.

Newly Added



8. If you are having any difficulties, reach out to your teacher via Dojo.