



## 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:

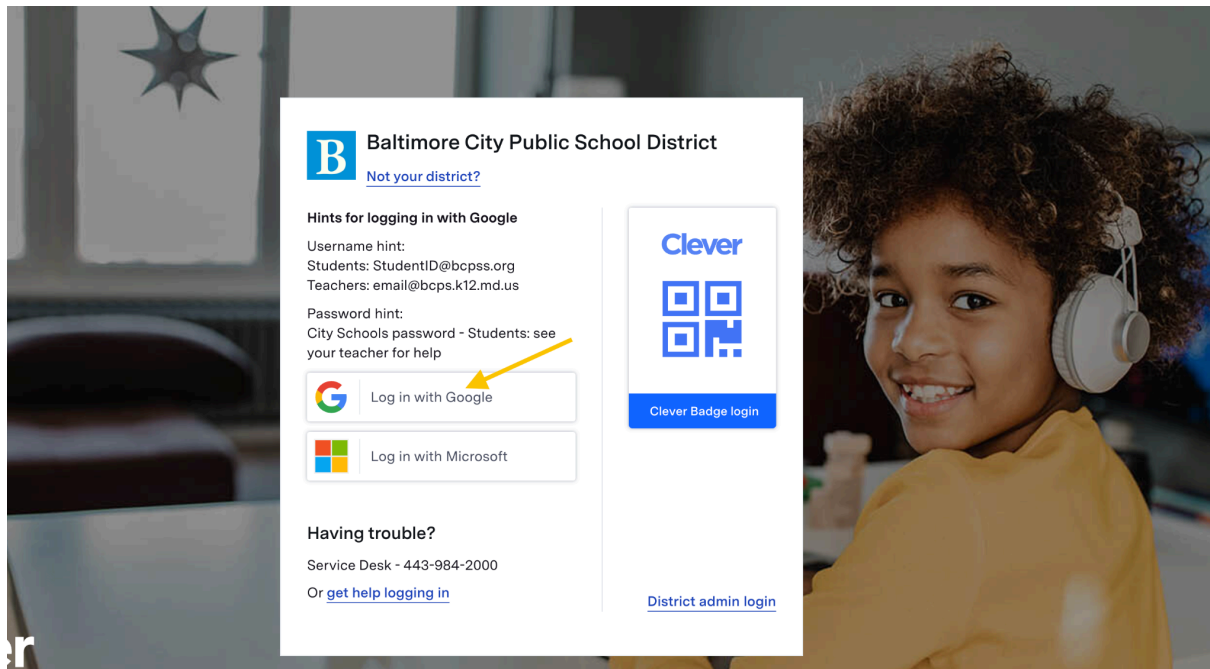
If using a personal device (phone, tablet, computer, Chromebook, etc.) skip to step 3.

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>.

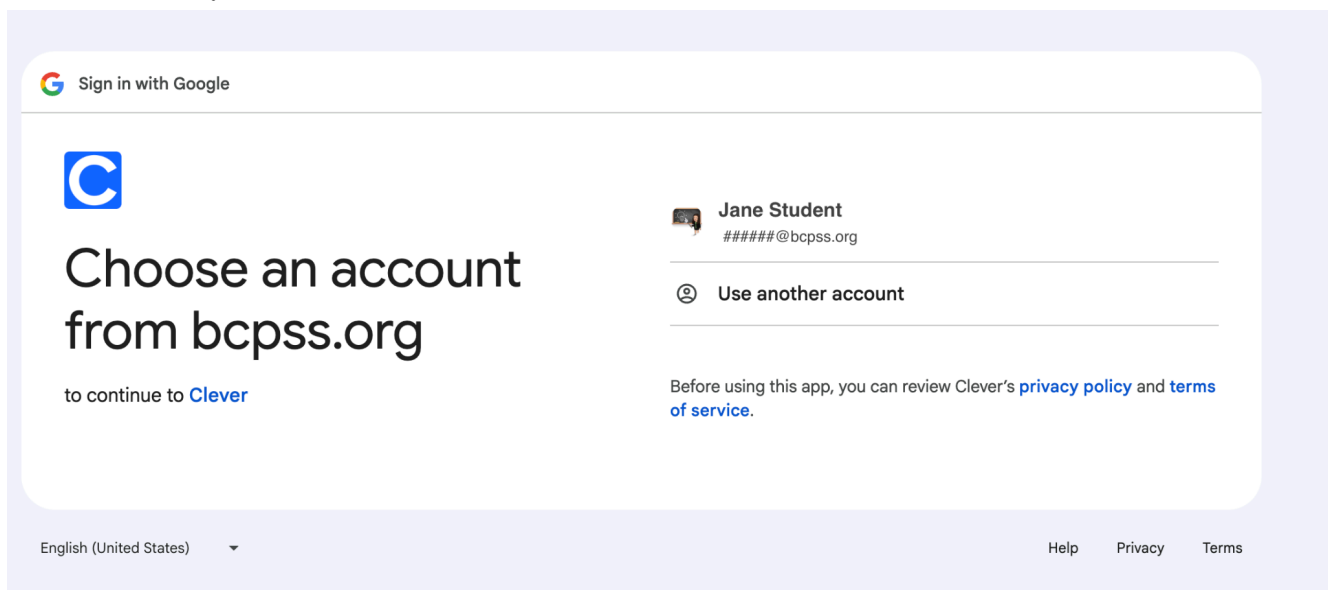


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- Click “Log in with Google” and enter your BCPSS credentials (use your log in card that shows your ID and password. Your ID will be your ID number@bcpss.org).



- 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.






## How to Access Synchronous Learning

6. Click on your Teacher's Page.

**Clever** Furman L. Templeton Preparatory Academy Portal



Favorite resources

Teacher Pages

My Apps

Library Books & More





Resources

Frequently Used Apps






Survey

Learn More About Clever

**Favorite resources**











**Teacher Pages**



Teacher's Page Teacher's Page Teacher's Page Teacher's Page Teacher's Page

**My Apps**



Adobe Express Baltimore City Public Schools BrainPOP Canva Education CK-12 Foundation ClassDojo Code.org 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 'Mr. Teacher's Page' on the Clever platform. At the top, there's a blue header with the 'Clever' logo and the school name 'Furman L. Templeton Preparatory Academy'. Below the header, there's a 'Back' link and a profile icon of an owl. The main title is 'Mr. Teacher's Page'. Underneath, there's a section titled 'Newly Added' with a yellow arrow pointing to the Google Classroom icon. The Google Classroom icon is highlighted with a yellow box. Other icons shown include Prodigy, Wonders, Epic!, and Razplus.

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