# ELEMENTARY LOGIN TO DEVICES

## Access User Name and Password from MyEd

List can be downloaded from MyEd OR contact Shannon for tent cards for students to use.

firstname.lastname

S####00!

## Laptop in Tablet Mode

Enable tablet mode on laptop so onscreen keyboard is displayed. This makes it easier for students to track their username and password on the screen. This is done by folding the tablet so the keyboard is directly behind the screen. The student can either place the tablet down like a tablet OR fold in half like a tent.

## Student Laptops

Access laptop from carts. Assign each student a laptop to be used every time

*(login is faster, desktop shortcuts can be created and accessed)*

Unplug all of them prior to students accessing them from the cart to ensure longevity of power input.

## Signing In - User Name

Use the finger to "scroll up" on the screen to access the login screen. Tap the line for User Name to access the onscreen keyboard. The students only have to enter in firstname.lastname in the User Field. No capitals are required.

## Signing In - Password

Tap the finger on the PASSWORD field. Blinking cursor will appear here.
Tap the finger on the SHIFT KEY for the capital S.
*This will automatically put keyboard in "Upper Case" mode. No holding required.*
Tap the finger on the NUMBER ICON KEY to access the number keyboard.
Type in the 6 digits.
In this same screen, tap the ! (top left) and then the RETURN key. This completes the login process.
*Students can view their "hidden" password by pressing and holding the "eye" icon in the same space as the password.*
Access the printable keyboard to use for demo for the students.

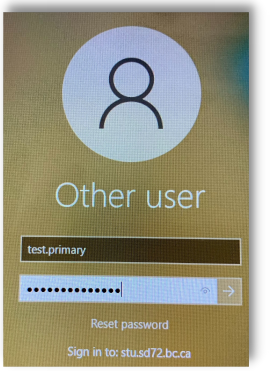
*NOTE: Students have a limited time to enter in ALL of their information in the login fields before it times out and "resets" it to blank.*

# LOGGING IN

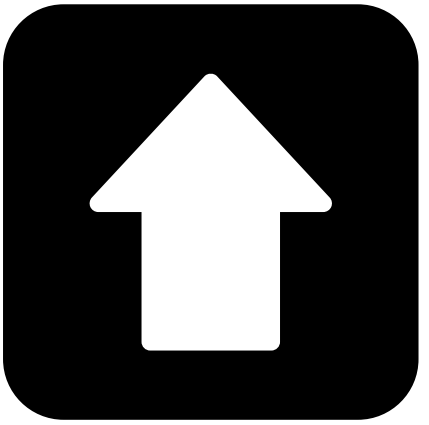
**Follow the icons below to use to log in to student devices**

Put the computers in tablet mode by folding the screens right over so it is flat like a tablet.

Once in tablet mode, access log in screen by using finger to scroll up on screen.

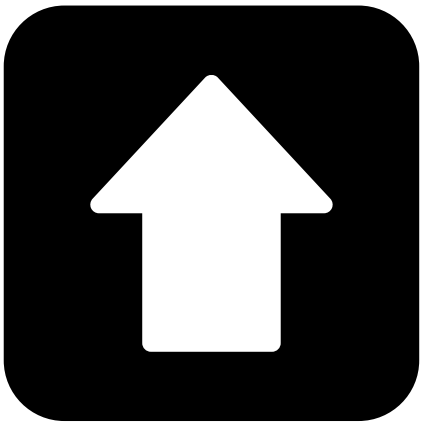



Log in screen will appear.
Student firstname.lastname
Password

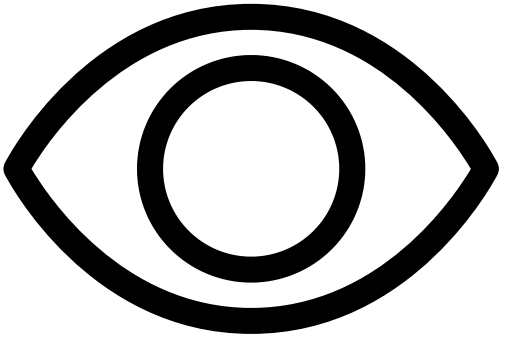


Password: Keyboard presses Shift Key for "S"

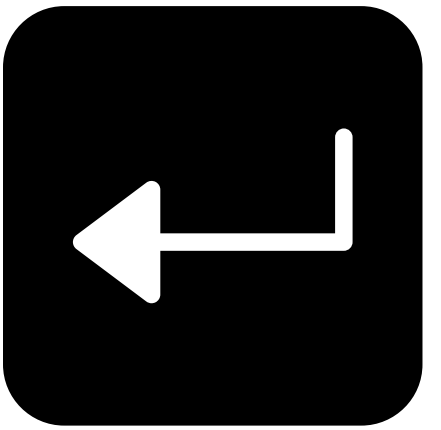
Number Pad for 6 numbers



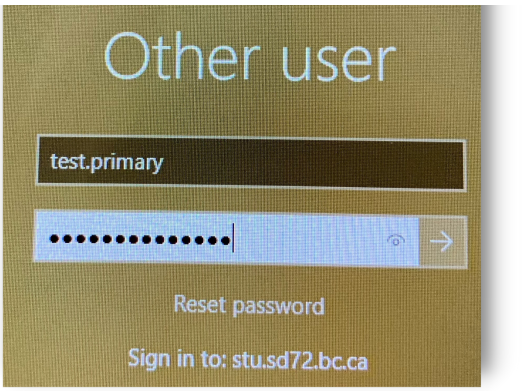
Shift Key for "!"

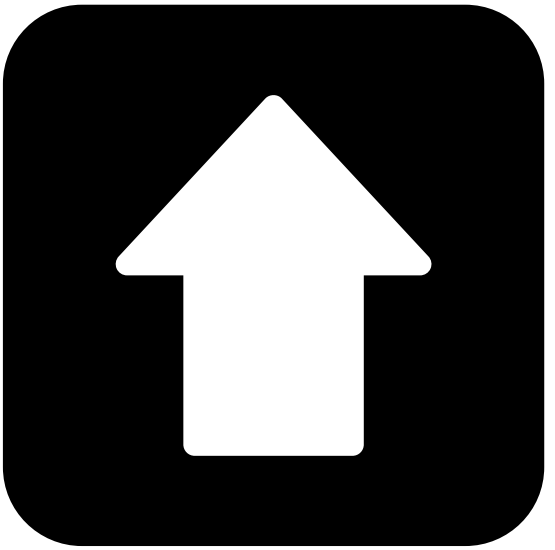


Click on "eyeball" icon next to password to check if it is correct

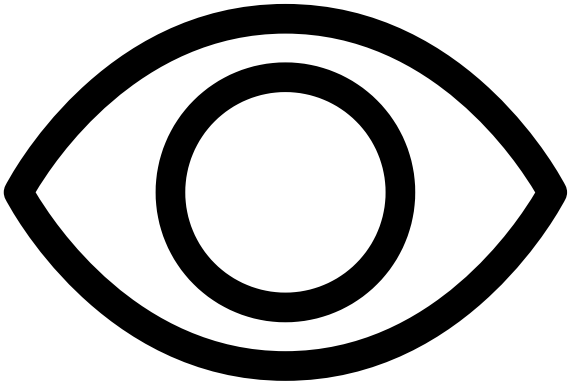


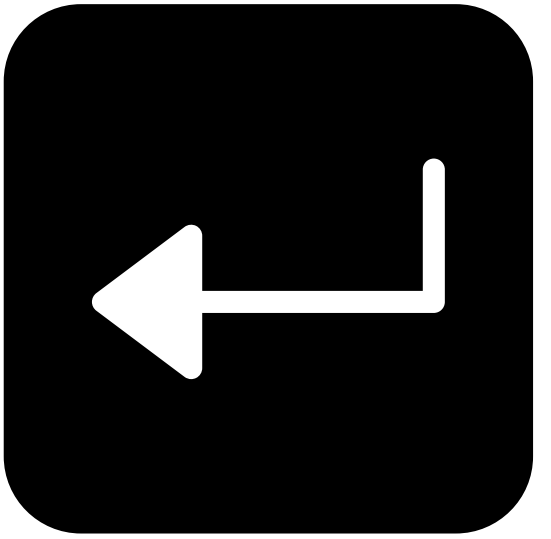
Enter Key to complete login.

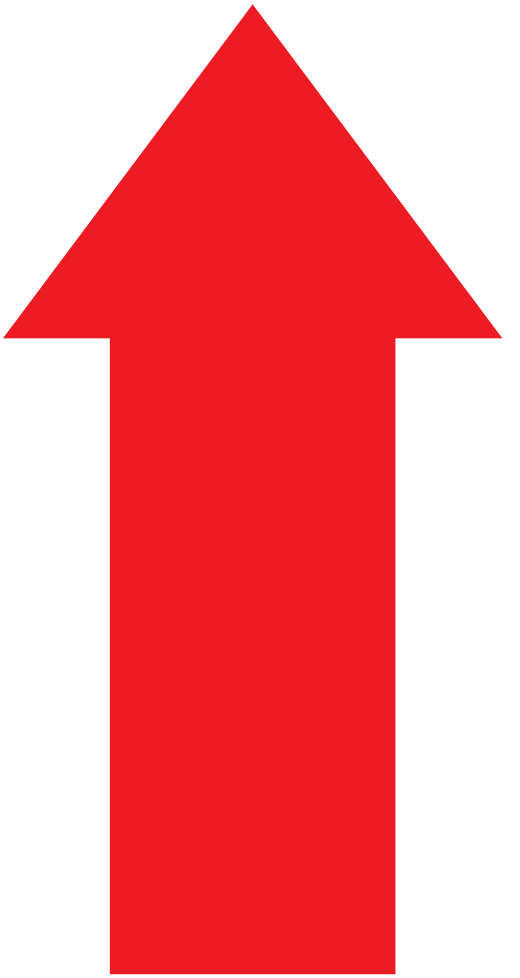
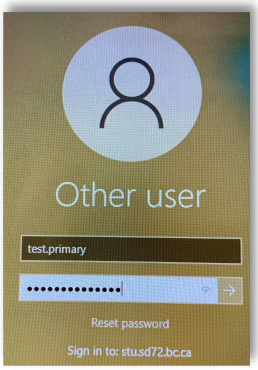
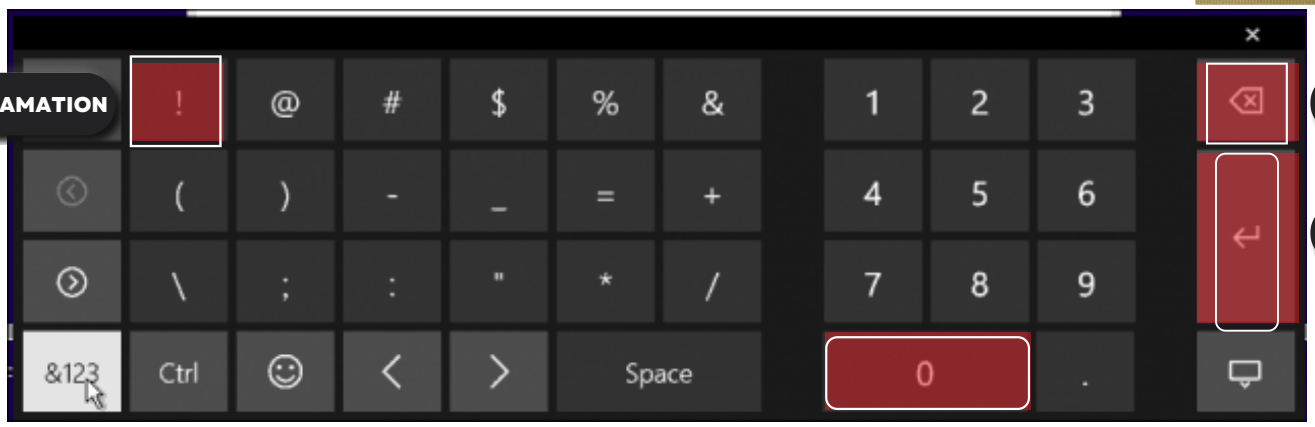

Other user
test.primary
Reset password
Sign in to: stu.sd72.bc.ca



&123







# ONSCREEN KEYBOARD