

# Schoology Student Job Aid

## Accessing from FBISD Website

**Audience:** Students

**Purpose:** Help in accessing Schoology from FBISD website using Office credentials

### Step 1

#### Intro notes

- A. Navigate to FBISD website.
- B. Select “Parents & Students” from menu bar.



### Step 2

- C. Under “Parents & Students” select “Schoology - Students Login”



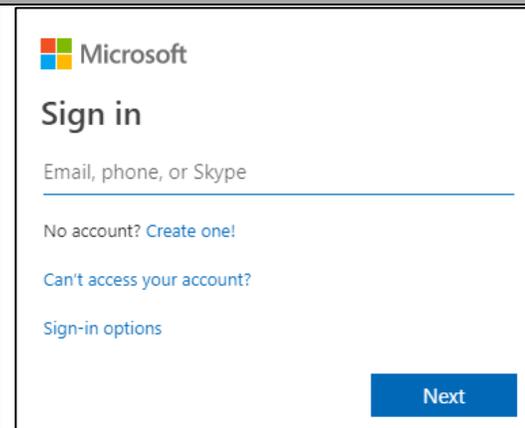
### Step 3

- D. Click on “Login to Student Schoology Account”.



### Step 4

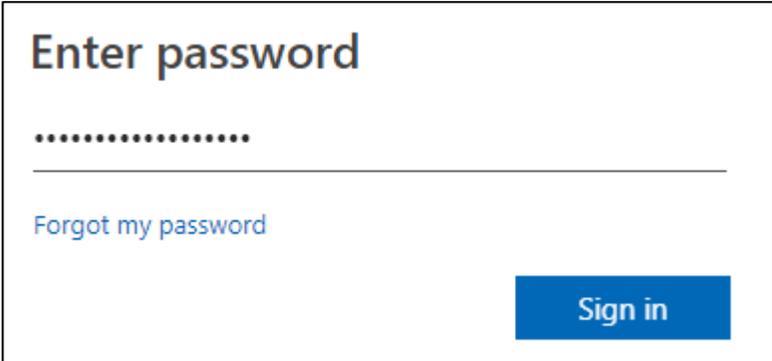
- E. This will take you to the Microsoft Log-in screen.
- F. Enter your district email then click “Next”.



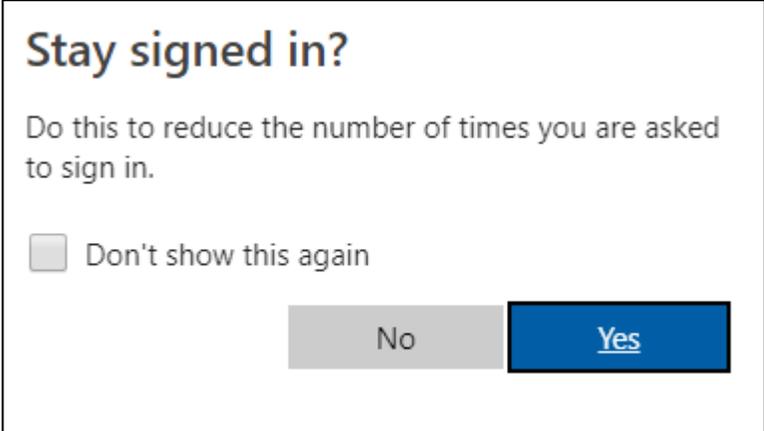
### Step 5

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<p><b>G.</b> Enter your password then click “Sign in”.</p> <p>If you have already logged into Office 365 then the system may take you directly to your Schoology account.</p>	
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Step 6

<p><b>H.</b> If the system prompts you to stay signed in you have options explained in the lower right of the table.</p> <p><b>I.</b> After selecting No or Yes the system will then take you into your Schoology account.</p>	
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District computer	Home computer	Borrowed computer
<p>Select “No” as you do not want the system to leave you signed in after you finish.</p>	<p>Remember that if you select “Yes” anyone with access to that computer could accidentally delete files thinking the files were theirs.</p>	<p>If on a borrowed or public space computer, such as a library, select “No”. You do not want others to have access to your files if you were to forget to logoff.</p>