Accessing GESD Student Resources Including Google Classroom, i-Ready and Gmail

Requirements and Best Practices !!!!!!

- **Chromebooks -** You can only log on to a Chromebook with an issued GESDK12.org account. You cannot logon with a personal Gmail account.

- **Personal Computer or Device - You must use the Google Chrome Browser to ensure that all apps and programs run properly. If you do not have Google Chrome, click the link below for directions on how to do this.**
  How to download and install google chrome on a computer
  How to download and install google chrome on mac

- **i-Ready can only be accessed from Classlink Launchpad, which can be accessed using the directions below or by using the following link. It cannot be accessed with a username and password.**
  https://launchpad.classlink.com/gesdk12

- It is important that you understand that you must be signed into your gesdk12.org user account to access Google Classroom, Gmail, and any other Google Resource. If you are unsure if you are signed into your (or your children) Google Account, click the link below for information on how to check.
  https://www.support.com/how-to/how-to-sign-in-to-chrome-12694

- Google Classroom - Only students and teachers with a gesdk12.org can access Google Classroom, parents cannot. Parents can be invited by teachers as "Guardians", which will provide them notices of assignments, announcements, and emails sent out by teachers. Parents/guardians are encouraged to login to Google as their child, as this will give them complete access to everything their child has access to.

Logging in from your own computer or device

It is recommended that the Google Chrome Web Browser is used. Students must log in to their School Google Account. With the exception of a few special circumstances, all students will use their first.lastname@gesdk12.org for their username. Their password is their student ID with a total of 9 characters. If a student has an id of 1234567 then you would have to put 2 zeros in

front of it (001234567). Once a student is logged in to chrome it will ask them if they want to "create a new account or Link Data" They should always click "Link Data". Now they can click on the gesdk12.org bookmarks folder in the upper left corner and click on the Classlink Launchpad shortcut.

Classlink login credentials for classlink are first.last name (without the gesdk12.org) it is also the same password students use for their Chromebook.

Logging in from a School Owned Chromebook

Except in special circumstances, all students will use their first.lastname@gesdk12.org for their username. Their password is their student ID with a total of 9 characters. If a student has an id of 1234567 then you would have to put 2 zeros in front of it (001234567). After login is complete they can open up Google Chrome and click on the gesdk12.org bookmarks folder in the upper left corner and click on the Classlink launchpad shortcut.

Classlink login credentials for classlink are first.last name (without the gesdk12.org) and the same password they used for the Chromebook.

Safety and Security

- DATA PRIVACY & SECURITY DURING COVID-19 PANDEMIC: Please keep in mind the safety and security of our students and staff's private information, as well as limiting or preventing access to inappropriate websites are our highest priorities. Gloversville Enlarged School District can only ensure the safety of your child's digital footprint and identity if they are using district-approved applications. The use of any other websites/applications or social media platforms is at the discretion of the parent/guardian. We strongly encourage you to read the privacy policies of any non-district approved applications to ensure that your child's identity is properly protected. As a community, we must all remain especially vigilant about cyber-security in the weeks and months ahead. We know there are many different programs and applications that are available that may be more robust, easier to use, or free, but we have strict guidelines that need to be followed such as the Children's Internet Protection Act and Ed Law-2D

- Email for Students- Students cannot send and receive emails from outside of our gesdk12.org domain with the following exceptions:
    - Domains of other schools approved to collaborate with gesdk12.org
    - Some Junior and Senior students who need to receive information from colleges and higher education organizations.
- As an added safeguard we recommend that parents know their son or daughter's gesdk12.org login credentials so they can login as the student and see exactly

what their children see. If they see something that they think is inappropriate they should contact the District Data Protection Officer, Lauri Kent (lkent@gesdk12.org) or Director of Information Technology, William Cooper (william.cooper@gesdk12.org)