



Maranatha Christian Academy

Schoology Parent Guide

Schoology is Maranatha's Learning Management System. Schoology provides teachers a space to post assignments, resources, and grades for students to access and view. You can view your child's course materials, missing assignments, late work, and updated grades as a parent. We strive to use Schoology in our classrooms to enhance connectivity and communication across MCA.

This guide will walk you through how Schoology is used by staff and the process for accessing your Schoology Parent account.

Please review the following on how Schoology will be used at each grade level:

- Teachers will post classroom expectations and updates for Pre-k through 5th grade in the student's Homeroom course.
- Students in 4th and 5th grade may have additional assignments and class resources posted within their Schoology courses.
- Teachers will post course expectations and resources for 6th through 12th-grade in individual courses.
- 6th through 12th-grade instructors will post homework and upcoming class activities to Schoology weekly.
- All grades for students in Kindergarten- 12 will be posted in Schoology weekly. Please note that not every subject/class will post new grades every day. Keep in mind that grades near the beginning of each quarter will not reflect overall student performance. With fewer assignments being averaged together, grades are significantly affected by individual assignments.

It is very important that you activate and visit your Schoology account regularly for your child/children. Timely awareness of your child/children's performance is critical in our partnership towards the education of your child/children.

After reviewing this document and activation instructions, if you have any questions regarding account set up and use, don't hesitate to get in touch with MCA's Schoology support at ITStudentSupport@mcamustangs.org



Login

Access Maranatha Christian Academy's Schoology page in a web browser and enter <https://app.schoology.com/login> It is recommended that you access Schoology through a web browser – as the application is not as informative.

A screenshot of the Schoology login page. The page has a white background with a light gray border. At the top, it says "Sign in to Schoology". Below that, it says "All fields are required". There are three input fields: the first contains "parent.test", the second is labeled "Password", and the third contains "55428". A dropdown menu is open below the third field, showing a list of schools. The first item is "Maranatha Christian Academy" with a green arrow pointing right, followed by "2010767264" and "Brooklyn Park, MN 55428-1024". The second item is "281 Winnetka Learning Center Is 112703487" followed by "New Hope, MN 55428-8888". The third item is "Adult Academic Program 983307192" followed by "Crystal, MN 55428". The fourth item is "Robbinsdale Cooper High School" with a green arrow pointing right, followed by "2809706" and "New Hope, MN 55428-4596". There is a close button (X) in the top right corner of the dropdown menu.

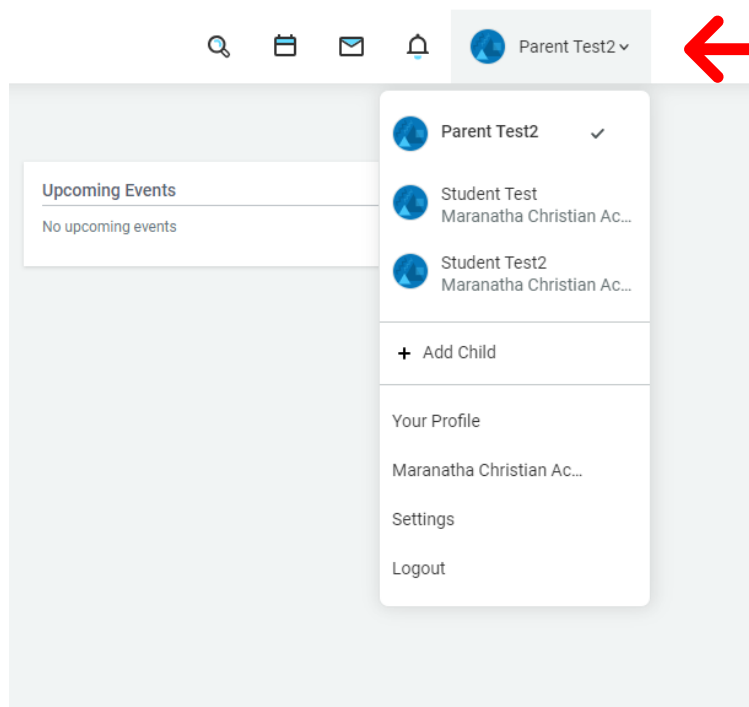
Log in using the username and password provided to you through your email address on file. If you need assistance retrieving your account information, please email ITStudentSupport@mcamustangs.org

If prompted search for Maranatha Christian Academy using 55428 as the zip code

Home Page

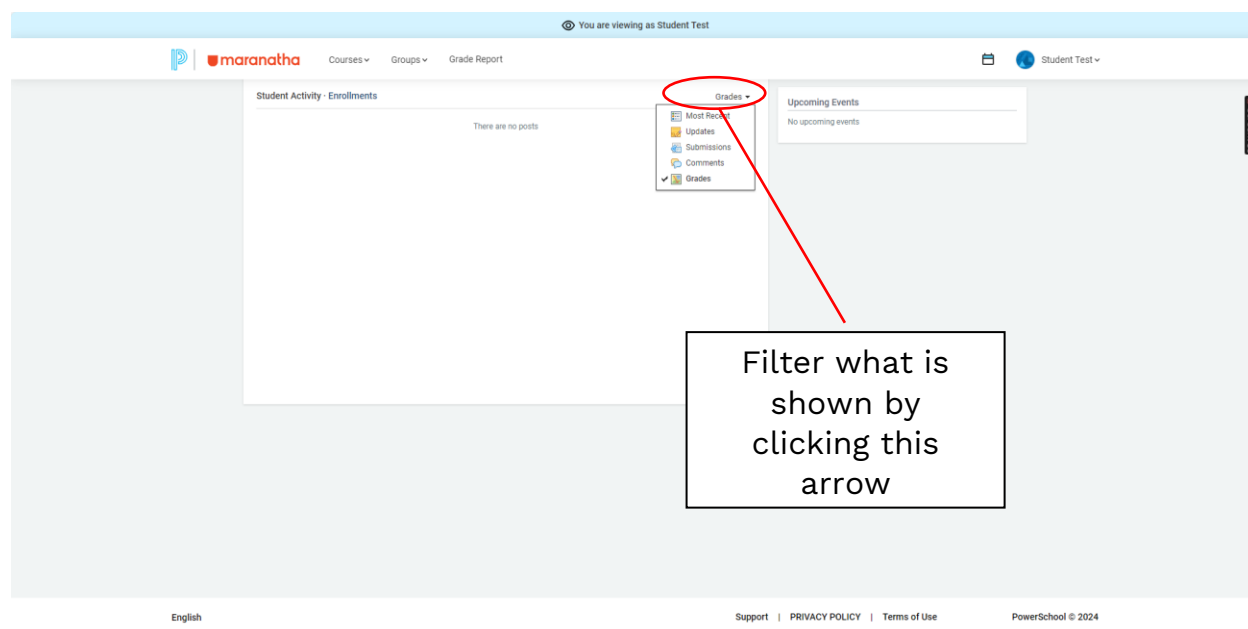
When you log on to Schoology as a parent, you will see the parent account home page. There isn't much information listed here. Instead, you will find the most beneficial information linked to your Child Activity View account.

1. Click the arrow on the top right-hand side of the webpage
2. Below your name, you will find the name of the children linked with your account.
3. To view the classroom activity of your child, click on their name
 - a. Clicking on the student's name will display their account summary page
 - b. If you have multiple children, you can view individual account summaries by clicking on the arrow again to switch accounts.

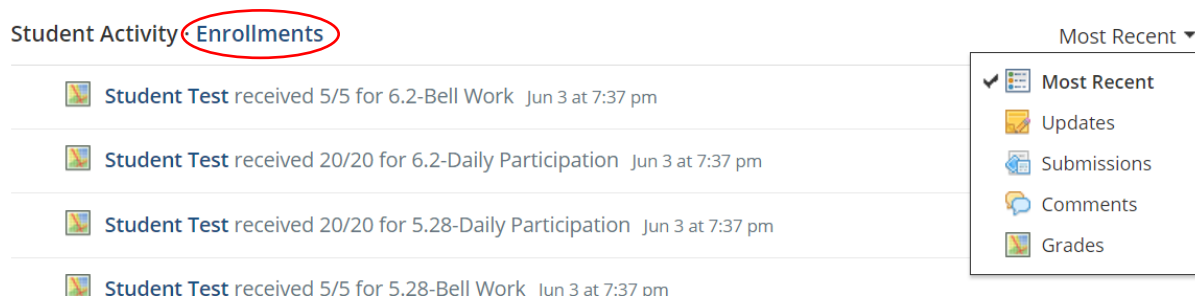




Student Activity View

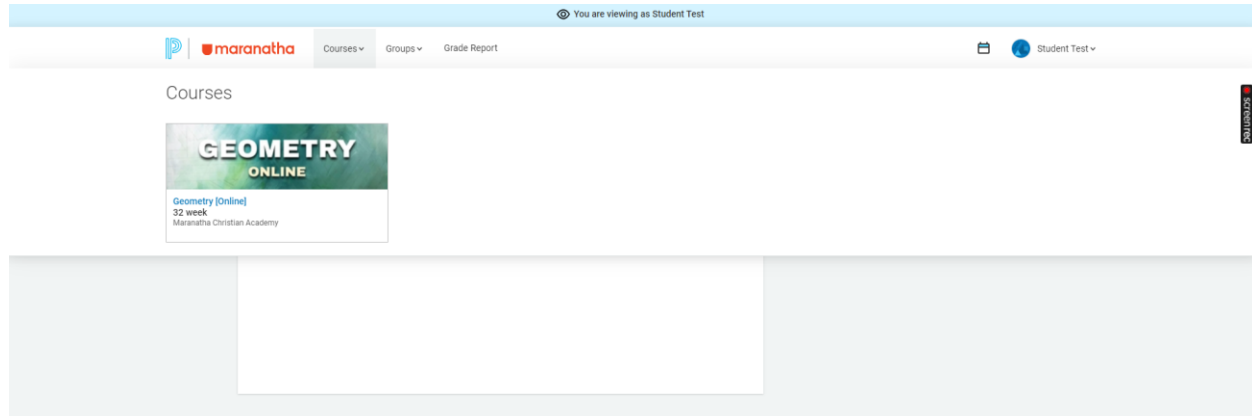


This Summary will show any recent grades, course updates, assignment submissions, discussion comments, and recent grades.



Student Activity will show the most recent updates, assignment submissions, comments, and assignment scores.

Enrollments will show all classes and groups your child is part of for that semester. You will also see a quick overview of grades within each course.



Courses allow you to see the Materials, Updates, and Grades of the specific courses your child is enrolled in. This view is the same as what your student sees.

Groups will show any groups your child is part of and any resources and updates from that group. This view is the same as what your student sees.

Grade Report will show detailed grades for the entire course. The Grade Report will allow you to quickly see any missing or late work. Teachers may also add grade book comments that are viewable here.

- Missing work is indicated by the orange symbol next to the assignment.
- Please note that all final grades and report cards are located within FACTS.



Notification and Account Settings

To adjust notifications for your account, click **Settings** under the drop-down menu in the upper-right hand corner. From account settings, click **Notifications**.

Follow these steps in your Child View account to control how Schoology informs you about that child's Schoology activity.

Child View Account Settings:

By default, we schedule the Parent Email Digest to be sent to your email address on file at 5:00 PM on Thursday. **We highly recommended that you receive the Parent Email Digest at least once a week.**

You are viewing as Student Test

| Courses ▾ Groups ▾ Grade Report

Account

Notifications

Account Settings

Parent Email Digest

Receive weekly or daily email reports of your children's activity

Email Summary:

Repeat:

Time:

Day:

Overdue Submissions Email

Receive an email when an item's due date has passed without a submission from your child.


Email Notification:


Save Changes



Schoology Weekly Email Report

Each Thursday evening you will receive a weekly email report with your child's course activity like what is shown below.

 9/08/22 - 9/15/22

 **Student Test**

Course Summary	Grade (Current Grading Period)	Attendance
Test Course: Section 1 1st Quarter 2022-2023 (29 Aug - 28 Oct)	100%	-
IT Test Course: IT Test - 001 1st Quarter 2022-2023 (29 Aug - 28 Oct)	-	-

Overdue Submissions (1)
Due Date Wednesday, 09/14/2022 Assignment: [Course 1: Bellwork 9/4 8:00 am](#) in [Section 1](#), [Section 2](#)
Test Course : Section 1

Upcoming
No upcoming assignments or events

Recent Activity (0)
There are no posts

Course Summary:

A snapshot of your child's current course grade

Overdue Submissions:

Digital submissions that your student has not completed within Schoology. Please note that these MAY not be late or missing assignments, as your child may have already turned in a physical copy of the work.

Upcoming:

Any upcoming assignments that your student has on their account.

If you are looking for more in-depth guidance on using Schoology as a parent, please check out Schoology's help section [Home Page \(Parents\) – Schoology Support](#)