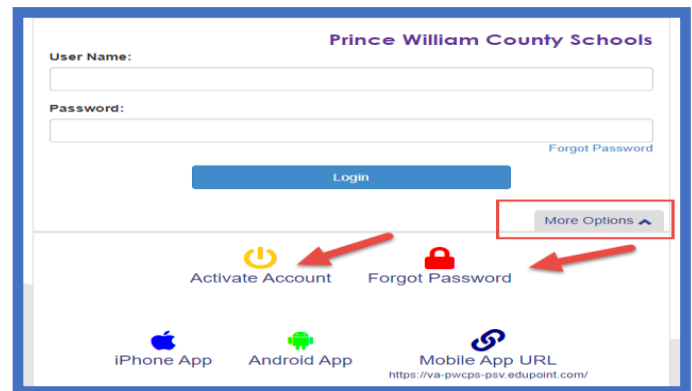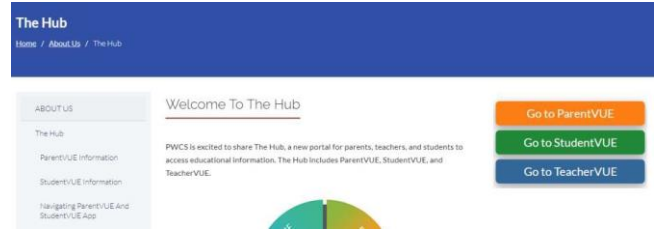# First Day Ready - Embracing New Adventures

Checklist of steps and information

ParentVue Account

Use this link to Log into Your ParentVue Account

- If you have never used your ParentVue account, click on "Activate Account," one of the choices in "More Options" (Find your school: **Prince William County Public Schools-Parents)**
- If you are unsure of your password, click on "More Options" then "Forgot Password" and enter your email address. A link will be emailed to you to reset your password.
- In ParentVue, verify that you see all your children, elementary, middle, and high school
- Click on "Student Info"
- Locate your child's Username and ID/Lunch Number (write these down)
- Questions – please contact the MVES Office

Student Username and Password
Your child's username is everything before the @ in his/her email address (**username**@pwcs-edu.org).
Reset the Password (if needed)
- If your child is unsure of his/her password **or is new to PWCS**, go to Password Reset (PWCS Toolbox).
- Video tutorial: How to Create a Strong Password

To reset the password, you'll need:
- your child's username
- ID/lunch number (Available in ParentVue)
- Birthdate

Tip: Enter information exactly as requested!
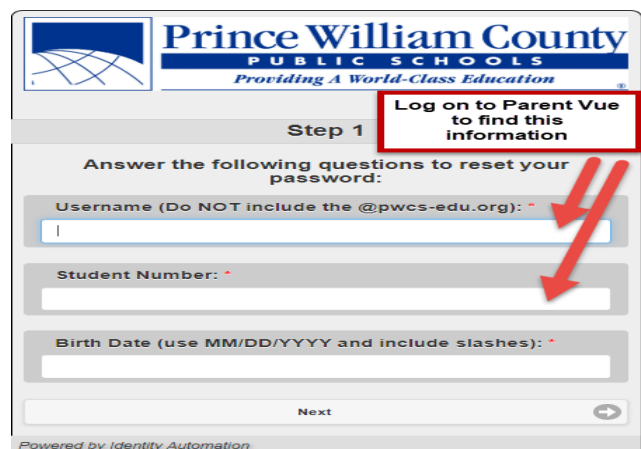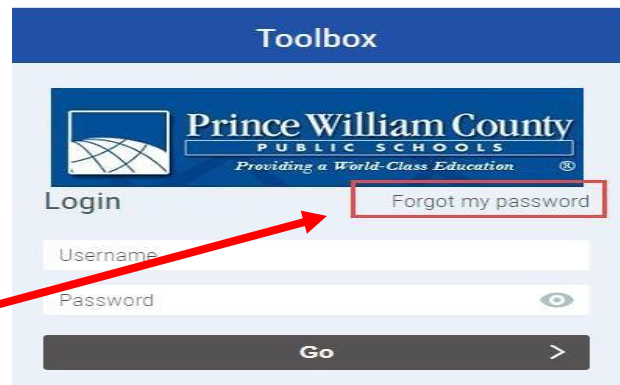
ZOOM - Activate Your Child's Zoom Account

Teachers will be using Zoom to provide online lessons to students. PWCS has purchased a Zoom domain to keep students and teachers safe while video conferencing. Students will need to activate their PWCS Zoom accounts before being able to video conference with the teachers. ALL student accounts must be authenticated in order to use Zoom.
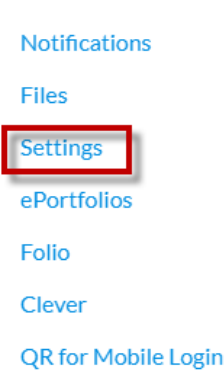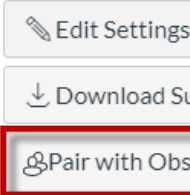
1. Go to http://zoom.pwcs.edu
2. Click on "Sign In"

3. Sign in with your child's Office365 email and password.
4. After creating the Zoom account, students will **join their class Zoom meetings through Canvas.**
5. If you are using the Zoom app on a tablet or phone, open the app and click on the SSO key. You will be asked to type your domain: **pwcs-zm-edu**
6. Sign in with your child's Office365 email and password.
7. Update Zoom often using the Zoom Desktop App.
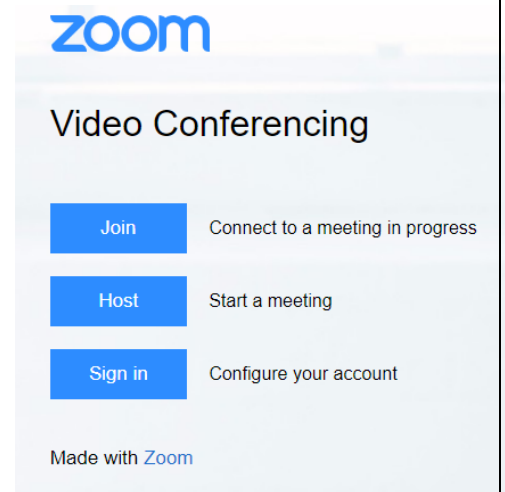
Set Up Parent Canvas Account

Parents can set up observer account to monitor their child's learning in Canvas and communicate with their child's teacher. You will need a pairing code for *each* child.

Steps to access the paring code and login:

1. Have your child login to **his/her Canvas account** (go to the Office 365 waffle, then Canvas).
2. Click on "Account"

3. Click "Settings"

4. Click "Pair with Observer"

5. Now you will see the pairing code for your child. Write it down and **use it within 7 days**.
6. You will use this pairing code to create your Canvas parent observer account.

7. Go to the [Canvas for Parents login page](#).
8. Click on "Click Here For an Account"

9. Fill in the information including your pairing code and start participating.
10. If you use the Canvas Parent app on your phone, you will be asked to find your school. Search for "Prince William County Public Schools – Parents." You can then click "Create Account." Then fill in the requested information including your pairing code and start participating.

11. If you have more than one child, log into your parent Canvas account. Click on "Account" on the left-side Global Navigation. Select "Observing. Click on "+Student" and add pairing codes for your other children.

Bookmark Websites/Download Apps

- If your child is using a laptop, desktop, or Chromebook, please bookmark the Mountain View Elementary School website: mountainviewes.pwcs.edu
- **Recommended browser: Google Chrome** or Safari will also work.

** If your child is using an iPad (iOS 13+), the following apps should be installed.

- Canvas Student App
- Clever
- [Zoom](#)

Student Programs: Office 365, Canvas, and Clever

The PWCS Student Learning Management System (SLMS) is called Canvas. This is where students will access their "Dashboard" which will have their "Homeroom" (it has a Cougar on it!) and "courses" such as Math, Science, Social Studies, Reading, and Writing, Encore, and other Specialists.

To authenticate the student username, students will **first login to their Office 365 account**. From there, under the "**waffle**" on the top left-hand side, students can go to either **Canvas** (Homeroom) **or Clever** (Programs). On a daily basis, students should go to their Canvas Homeroom after logging in to Office 365.

Clever is a secure area where PWCS programs are posted such as Wixie, Discovery Education, Typing, Code.org and others. Students will go to Clever when their teacher has assigned a program or if your child would like to explore the programs posted, please have them do so! (Clever takes two days to sync new student accounts).

Confirm Your Child Can Login

▮ Office 365

Go to:
- Mountain View ES (*bookmark this site for easy access*)
- Scroll halfway down, click on the Office 365 icon

O365

- **Login:** username@**pwcs-edu.org**
- Enter password
- To access:
    - Canvas (Homeroom)
    - Clever (Programs)
- Click the "waffle"
- Scroll down
- Click "All apps" (if needed) to locate Canvas and Clever

⊙ CANVAS

- To view the Canvas Dashboard, which contains the Homeroom, core subjects, and Encore and Specialists classes, click on the waffle in Office 365, then click on CANVAS.

▣ CLEVER

- To access student programs, click the waffle in Office 365, then click on Clever.

Important website URL's

http://canvas.pwcs.edu
http://cleverz.pwcs.edu
http://office365.pwcs.edu
toolbox.pwcs.edu (Password Reset)
https://va-pwcps-psv.edupoint.com/ (StudentVue/grades)

If you have any questions about these applications for virtual learning, please email:

Terry Guiffré, Instructional Technology Coach, guiffrtm@pwcs.edu (program integration/access)
John Hile, Technical Support Specialist, hilejj@pwcs.edu (technical questions)
Lara Chamberlain, Secretary, chambelt@pwcs.edu (ParentVue)

For technical issues, please contact the PWC Help Desk at 703-791-8826.