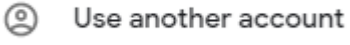**Getting Started: Systems Overview and Links**

Welcome to iCademy Middle East! This document will help you access the Learning Management System (online school) which hosts our curriculum, AMP for Education. You will also find information about our school email system for   parents and students, along with instructions for accessing PowerSchool. PowerSchool allows parents and learning coaches to view student grades and progress in real time.
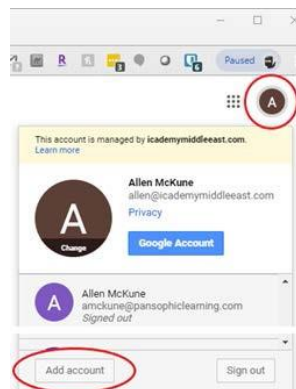
You will be receiving a set of login credentials prior to your student's term start date. All students and parents will receive an icademystudent.com account, leveraging best-in-class Google technology. The same credentials used to access email and chat will also be used to access the new learning management system (LMS) and Student Information System (SIS) through Single Sign On (SSO) technology. The new email address and initial password will be provided prior to the beginning of the school year.

IMPORTANT: You will need to set up both the Student and Parent logins separately, following the process below. Once you have set up the Student login credentials, please log out of that account and close your browser window. Open a new window to start the process for the Parent login credentials.

Activating Your Login Credentials

The first step is to activate your login credentials for Google using your school email address and the temporary password. Upon login, you will be forced to reset your password.

1. On your computer, go to
   https://accounts.google.com
   o If you've signed into Google before, the information may already be filled in and you will need to
      click **Use Another Account**.

   Use another account

   o If you see a page describing Google Accounts instead of the sign-in page, please sign out of your current Google account, or click **Add Account** on the top right corner of the page.

2. Enter your icademystudent.com email address and your temporary password.

3. Activate your account by accepting the agreement

4. Update your password

Your account is now enabled for Google services including access to the school platform.

Accessing the Learning Management System and PowerSchool

Students and parents will use the following link to log into the Learning Management System: https://icademymiddleeast.instructure.com/

Parents will also have access to PowerSchool, which provides up to date information about student progress and   grades. **To access PowerSchool, parents can log into the Learning Management System using this link and your school login credentials:** https://icademymiddleeast.instructure.com/

Click on the Help link on the left sidebar.

Within the **Help** link, to go to the **Parent Portal.** In PowerSchool, grades can be accessed within the **Course Dashboard**.

Google Hangouts Chat will be used for all direct communications, in addition to school email. All access is controlled through a single set of credentials and secured by Google authentication. As privacy is a top priority, your child's email directory is limited to teachers and advisors. A student can email another student, only if they have shared that information. Information about Google Hangouts Chat can be found here https://gsuite.google.com/products/chat/

As we are moving towards a Google ecosystem, it is recommended that all access to the school platform and other tools is done using the Google Chrome browser, with support on Windows, Macintosh, or Chrome OS. The platform will support the current version of all Chrome browsers as well as the previous two versions.

For more information regarding Google Single Sign On (SSO), please see
https://support.google.com/a/answer/60224
?hl=en.