

**Single Sign-On technology allowing you to**

**access everything you need with just one login!**

Dear Students,

We are happy to announce that our schools will start using a new software called ClassLink. This is a “single sign-on” technology that will allow you to use one username and password to access everything you need.

**Here is how to get started:**

1. Go to this website: ***(insert your school’s ClassLink URL)***
2. (**Provide username/password instructions**)
3. Enter **(insert school code)** in the Code field

Once you have logged in, you will see a number of applications already available to you. And we will continue to add applications throughout the school year. You and your teachers will be able to access the different applications you use straight from ClassLink, but in your classroom and at home.

**Here’s how to learn more about using ClassLink :**

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| Learn about navigating ClassLink via the company’s Support website:  | <http://docs.classlink.com/docs/1-logging-in-1> |
| Download ClassLink training materials and reference guides:  | <http://docs.classlink.com/docs/trainingmaterial> |

You can download ClassLink to your mobile device simply by searching for ClassLink in your app store and using the same information above to login.

As always, remember that we have guidelines and policies in place at our schools about safe and appropriate use of technology.

If you have questions, let your teacher know or **(insert directions on how to get support)**.

Thank You!