Phillips Schools (4K-12)

Virtual Learning: Helpful Tech Tips

Date: March 25, 2020

As helpful information becomes available, we will do our best to extend these resources out to our families.

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Using the Notes App in iOS (iPhone, iPad, iPod)

How to scan documents on your iPhone, iPad, or iPod touch using the Notes app

With Notes, you can scan documents and add a signature or manually sign a document on your iPhone, iPad, or iPod touch.

Learn More: Click the following link to learn more about what you can do with the Notes app in iOS:
https://support.apple.com/en-us/HT205773

Scan a document

1. Open a note or create a new note.
2. Tap 📷, then tap Scan Documents.
3. Place your document in view of the camera on your device.
4. If your device is in Auto mode, your document will be automatically scanned. If you need to manually capture a scan, tap ⚪ or one of the Volume buttons.
5. Drag the corners to adjust the scan to fit the page, then tap Keep Scan.
6. You can add additional scans to the document or tap Save when you're done.
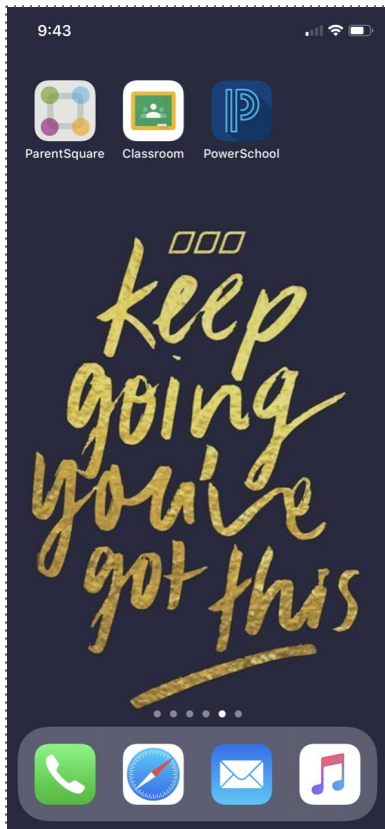
Sign a document

1. Tap the document in the note.
2. Tap 📤, then tap Markup.
3. To add your signature, tap ➕, then tap Signature ✍. To manually sign your document, select a tool to use, then sign with your finger or an Apple Pencil with a compatible iPad.
4. Tap Done.

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Three Helpful Apps to Remain Connected

Educational Apps Are Available: Three helpful apps for parents to remain connect to their child's education are ParentSquare, Google Classroom, and PowerSchool Mobile.

The School District of Phillips utilizes **ParentSquare** for school-to-home communication. ParentSquare is one of the core applications used in grades 4K-2 for sending/receiving digital classwork. **We highly recommend downloading the ParentSquare app** instead of simply being communicated with via text or email. The ParentSquare app will not only provide parents with an all-inclusive platform for school-to-home communication, it will also provide parents additional tools for messaging their child's teacher, conveniently accessing classwork/documents, as well as managing alerts and notifications from the app.

Google Classroom is the core platform being used in grades 3-12 for the distribution and collection of classwork. Students with access to mobile devices should download the Classroom app for easy-to-use tools to submit their classwork to their teachers. Additionally, parents/guardians can download the app and request an invitation from their child's teacher to receive student summaries on their classwork.

PowerSchool is used district-wide for grades, attendance, and as our student information system. Parents can download **PowerSchool Mobile** to remain informed on their child's grades. The district code for PowerSchool Mobile is BBCX.

Download the
ParentSquare app today!

Stay involved with your child's learning
and activities at school. From anywhere.

Available on the
App Store

ANDROID APP ON
Google play

ParentSquare

Google Classroom (Join Class & Guardian Access)

Google Classroom

Mrs. Johnson's Class

Trevor Raskie

Decline · Join

Figure A

Join class

Ask your teacher for the class code, then enter it here.

Class code

Cancel · Join

Figure B

Olson · Invite guardians
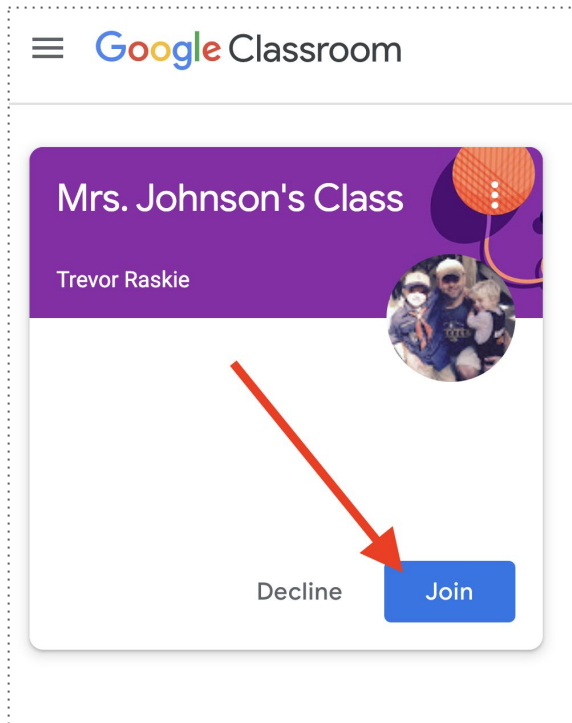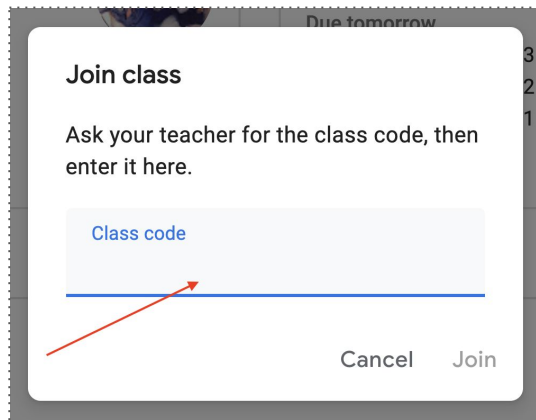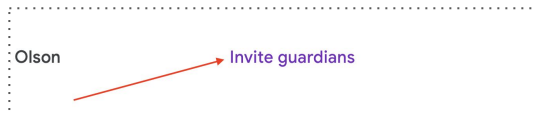
Figure C

Google Classroom: Parents/Guardians
You can request guardian access to your child's Google Classroom progress. Ask your child's teacher to invite you to Google Classroom (primarily grades 3-12) if you would like a summary report on their daily or weekly assignments and progress.

Students: 'Join' Your Google Classes
This is a friendly reminder for students who are using Google Classroom to 'Join' their Google classes. While the majority of students have done so, several students still need to actively join their class(es) to receive their classwork.

Two Ways to Join Your Google Classes

1. Login to your Google Classroom. When your classes appear you will see (if your teacher invited you) a blue 'Join' button (shown in Figure A). Click on the 'Join' button to successfully join your class.

2. Your teacher can share a class code with you to enter. Login to your Google Classroom. In the upper-right corner, click the + symbol. Select 'Join A Class'. When prompted (as shown in Figure B), enter the class code provided by your teacher.

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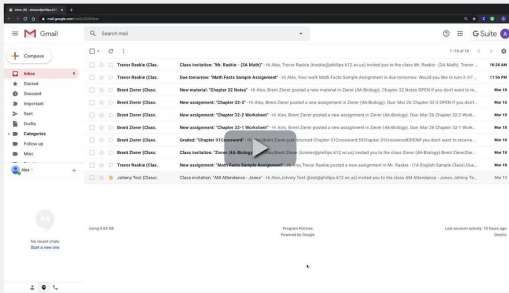**Virtual Learning: Helpful Tech Tips**

Accessing Helpful Videos Online

Learn More: Helpful videos can be found online at the following address: https://www.phillips.k12.wi.us/apps/video/

As teachers and parents continue to communicate, we will create additional online content to help parents, students, and staff.

Feel free to share our content with others.

Have a "how-to" video request? Connect with your child's classroom teacher to submit your request. Your child's teacher will connect with our team. While we can't create content for every request, we will post videos that help to cover those requesting a common function or process.

School Closure Education Feedback Form

The School District of Phillips Seeks Your Feedback

https://forms.gle/cww4BdNtMGQxzqX47

Your constructive feedback is essential as we strive to provide the best educational experience possible for our students and families.

Have an idea you'd like to share? Click on the link above to access our online feedback form. Share your ideas, constructive feedback, processes and resources you've appreciated, and ideas for the future.

Thank You For Your Continued Support