

At-home Instructions for Logging In and Using Shoreline School District's Elementary Instructional Technology Resources

Shoreline's Elementary instructional technology resources can be accessed on a district provided Chromebook or ipad as well as with home computers.

- 1) [Log in to a district provided Chromebook](#)
- 2) [Log in to a student's district Google account on a home computer](#)
- 3) [Log in to Classlink for Seesaw and district applications](#)
- 4) [Video instructions for logging in to Google and Classlink](#)
- 5) [Check out and read KCLS eBooks](#)
- 6) [Check out and read Capstone eBooks](#)
- 7) [Use KCLS Databases and Britannica Encyclopedia](#)
- 8) [Click here to receive technology support](#)

Log in to a district provided Chromebook

1) Chromebooks are internet based computers. You will need to have access to a wireless internet network. Students use Chromebooks to access Google applications and district applications found in Classlink.

2) To log in to a district provided Chromebook, you will need to know your child's student number. Student numbers start with a zero.

Example: 0987654

Please contact your child's teacher, your school librarian, or your school's front office if you need your child's student number.

3) Once you know your child's student number, you will need their district email address. Student email addresses are needed for students to log in to Chromebooks and all of the Google applications they use. The email addresses won't work to send email until middle school, but, they will work to log in to Chromebooks and Google accounts.

Your child's email address is their first initial followed by their last initial followed by their student number and then @k12.shorelineschools.org

Example: If Ben Franklin was a student in Shoreline, his email address might be...

bf0987654@k12.shorelineschools.org

4) Open your child's Chromebook and wait for it to start up

5) At the bottom of the screen, click "Add Person"

- 6) Type in your child's email address
- 7) A box will appear that looks like this:



The image shows a login form for Shoreline Public Schools. On the left, there are two text input fields. The top one is labeled 'Username' and the bottom one is labeled 'Password'. Below these fields is a button labeled 'Login »'. To the right of the input fields is the Shoreline Public Schools logo, which includes the text 'SHORELINE' and 'PUBLIC SCHOOLS' with a stylized wave graphic in between.

- a) For the username, put your child's initials followed by their student number. Do not include the @k12.shorelineschools.org

Example: bf0987654

- b) For the password, first try using your child's district generated password which is their student number with an extra zero in front.

Example: 00987654

If this password does not work, it's possible that your child set up a unique password at school. Ask your child if they know the password. If they do not know the password, you will need to request a password reset and their password will return to the district generated password. [Click here to contact our district Technology Team. They will reset your child's password.](#)

- 8) If you successfully logged into the Chromebook, open Chrome and you will be on the internet. [You can now log into Classlink for Seesaw and other district applications.](#)

Log in to a student's district Google account on a home computer (not district issued)

- 1) Your child can access all of the district's Google applications and Classlink applications on a home computer.

To log in to your child's district Google account, you will need to know your child's student number. Student numbers start with a zero.

Example: 0987654

Please contact your child's teacher, your school librarian, or your school's front office if you need your child's student number.

- 2) Once you know your child's student number, you will need their district email address. Student email addresses are needed for students to log in to Google applications and Chromebooks. The email addresses won't work to send email until middle school, but, they will work to log in to Google and Chromebooks.

Your child's email address is their first initial followed by their last initial followed by their student number and then @k12.shorelineschools.org

Example: If Ben Franklin was a student in Shoreline, his email address might be...

bf0987654@k12.shorelineschools.org

- 3) Open your browser (Chrome, Firefox, Safari etc).
- 4) Go to www.google.com and check in the upper right hand corner of your screen to see if a family member is already logged into Google. If so, log them out.
- 5) Click the “Sign In” button in the upper right hand corner of your screen
- 6) Type in your child’s email address. Click “Next.”
- 7) A box will appear that looks like this:



The image shows a login interface for Shoreline Public Schools. On the left, there are two input fields: the top one is labeled 'Username' and the bottom one is labeled 'Password'. Below these fields is a button labeled 'Login »'. To the right of the input fields is the Shoreline Public Schools logo, which includes the text 'SHORELINE' in a serif font, a blue wavy graphic representing water, and the text 'PUBLIC SCHOOLS' in a sans-serif font below the graphic.

- c) For the username, put your child’s initials followed by their student number. Do not include the @k12.shorelineschools.org

Example: bf0987654

- d) For the password, first try using your child’s district generated password which is their student number with an extra zero in front.

Example: 00987654

If this password does not work, it’s possible that your child set up a

unique password at school. Ask your child if they know the password. If they do not know the password, you will need to request a password reset and their password will return to the district generated password. [Click here to contact our district Technology Team. They will reset your child's password.](#)

- 8) Once you have logged into Google, [you can log into Classlink for district Seesaw and other district applications.](#)

Log in to Classlink

- 1) Once you're signed in to a Chromebook or logged into Google on a home computer, you are able to log in to Classlink. Classlink is the place where Shoreline students will find Seesaw, educational apps, and online video lessons.
- 2) Go to <https://launchpad.classlink.com/shorelineschools>
- 3) Click the Google button

Check out and read KCLS eBooks From Classlink

- 1) Log in to [Classlink](#).
- 2) In the KCLS Resources folder, click the Overdrive eBooks for Kids button. The first time you do this, you'll be asked to login.

Username = 412 followed by your student number.

Example: 412**0987654**

Password = The last four numbers of your username above

Example: 7654

- 3) Find a book. Click to borrow it. You may be asked to login again. Use the same Username and Password listed above.
- 4) Click "Read Now In Browser"
If you see "Having trouble?" click it and you'll see "Read Now In Browser"
- 5) When you want to return to reading your book, go through steps 1-2 and then click "My Account" and then click "Loans." You'll see your book.

Use KCLS Databases and Britannica Encyclopedia

Once you are in [Classlink](#), you can use the many databases available at KCLS. Find homework help, use Britannica Encyclopedia, research topics, view historical documents, find “read-alike” books, watch movies, and more. In Classlink, find the KCLS databases under KCLS Resources. Britannica is found in the General Resources folder.

When asked to login, type in the following.

Username = 412 followed by your student number.

Example: 412**0987654**

Password = The last four numbers of your username above

Example: 7654

Teacher Access to KCLS Resources

Teachers wanting to use KCLS eBooks and Databases should use the login info below:

Username: 412 + t + employee ID number

Password: Last 4 digits of employee ID number

Note: You'll find your employee ID in Skyward under Employee Information
-> Personnel section.