

- 1. Need a copy of the bell schedule. <u>Click Here</u>.
- Find your class schedules in the Parent Portal or view courses on Schoology. To log into the parent portal. Click Here Once you are logged in look for the Report Card tab. This is your schedule. If you can't log into the Parent Portal, email Mary Duncan at <u>mduncan@episd.org</u> and she will be happy to give you access.
- 3. To log into Schoology Click Here. Once you are logged in your courses are listed as T01, T02 and so on indicating 1<sup>st</sup> and 2<sup>nd</sup> period. There will be eight (8) courses. You should be logging into episd.schoology.com and add @episd.org to your username. Ex: Student1234@episd.org
- 4. To log into EPISD Plaza/ClassLink. <u>Click Here</u> For instructions on Class Link. <u>Click Here</u>
- 5. 2020-2021 District Calendar. Click Here
- 6. 2020-2021 School Supply List. Click Here
- 7. 2020-2021 Eat Smart Café Menu and Forms. Click Here
- 8. Stay Connected with Canyon Hills, here's how. Click Here or CHMS @Home Directory
- 9. Schoology Guide for Parents. Click Here
- 10. Schoology Guide for Students. Click Here
  - Is your EPISD device running slow on Schoology? Follow these troubleshooting steps <u>Click Here</u> (If it continues contact our Technology Help Desk at zendesk@episd.org or by calling (915) 230-2260 starting at 8:00am.
- 11. Zoom not Working? Click Here
- 12. Calling in an Absence? Contact the Attendance Clerk, Ernestina Martinez at (915) 236-6453 or by email at <u>emartin1@episd.org.</u> You may also submit the Absence information by <u>Clicking Here</u>.
- 13. Leaving and Need to Withdraw a Student? Contact the Registrar, Mary Duncan at (915) 236-6455, or by email at <u>mduncan@episd.org</u> You may also submit a Withdrawal Request form by <u>Clicking Here</u>
- 14. New Student and you need a laptop? Make sure your parent(s) have signed the Power Up form accepting responsibility in the case of loss or damage, then complete the request form by <u>Clicking Here</u>
- 15. Having problems with your device? Call Technology Support at (915) 230-2601 or <u>Click Here</u> to submit a request. Once it's repaired you will be contacted by Richard Morrison, Bookroom Clerk.

## Need to Speak to your Child's Counselor?

## Kelly Morgan (Alpha A-L)

kjmorgan@episd.org (915) 302-0245 Office Hours: 7:30am-4pm <u>Click Here to Send Message to Ms. Morgan</u> Join her Schoology Course for Available Resources: **BQBF-C6GC-ZSGFT** 

## Natalia Schwarz (Alpha M-Z)

nlschwar@episd.org (915) 302- 0266 Office Hours: 7:30am-4pm <u>Click Here to Send Message to Ms. Schwarz</u> Join her Schoology Course for Available Resources: **Q6QC-NF84-CH4CC**