Connecting to Gmail and Schoology from home
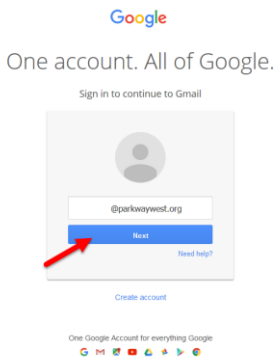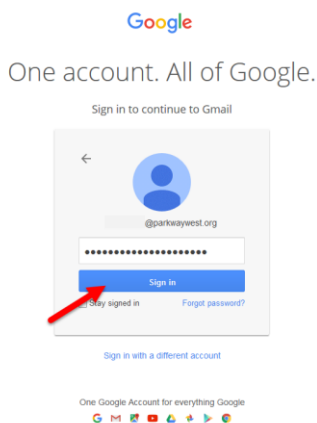
Please note: This document assumes that you have already successfully logged in, changed your password, and accessed Gmail and Schoology while onsite at Parkway West CTC. If this is not the case, please speak to your teacher to get your account set up before attempting to connect at home.

Connecting to Gmail from a browser (i.e. Internet Explorer, Chrome, Firefox)

1. Navigate to https://mail.google.com
2. Enter your username in the firstname.lastname@parkwaywest.org format. Click Next.

3. Enter your password. This is the password that you use to log into the computers at Parkway West CTC. If you do not remember your password, do not reset it using the "Forgot password" link. Speak to your teacher so they can submit a ticket. Click Sign In.
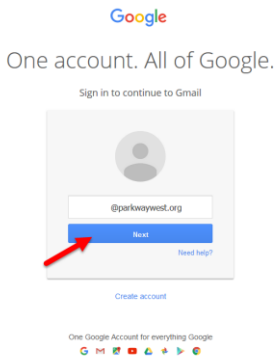

4. You are now connected to Gmail.
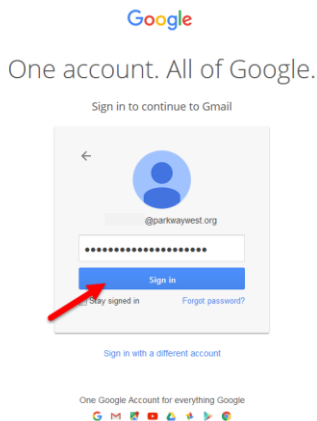
Connecting to Gmail from a smartphone or tablet app

1. Download the Gmail app from your device's respect app store, and then open it.
2. Enter your username in the firstname.lastname@parkwaywest.org format. Click Next.
3. Enter your password. This is the password that you use to log into the computers at Parkway West CTC. If you do not remember your password, do not reset it using the "Forgot password" link. Speak to your teacher so they can submit a ticket. Click Sign In.
4. You are now connected to Gmail using the app.

Connecting to Schoology from a browser (i.e. Internet Explorer, Chrome, Firefox)

1. Navigate to https://pwctc.schoology.com
2. This will bring you to a Google Account sign in screen.
3. Enter your username in the firstname.lastname@parkwaywest.org format. Click Next.
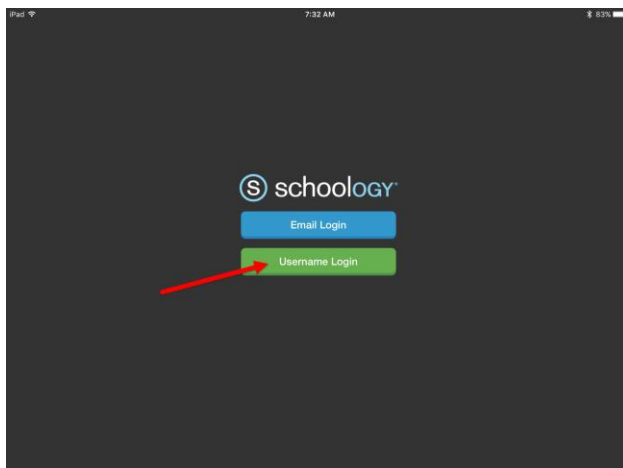
5. Enter your password. This is the password that you use to log into the computers at Parkway West CTC. If you do not remember your password, do not reset it using the "Forgot password" link. Speak to your teacher so they can submit a ticket. Click Sign In.
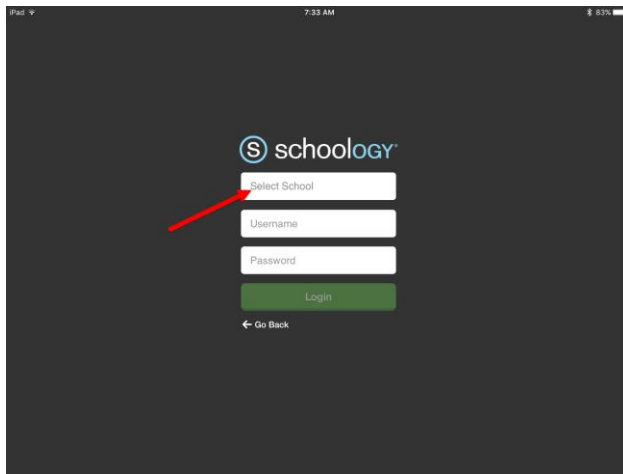
4. You are now connected to Schoology.

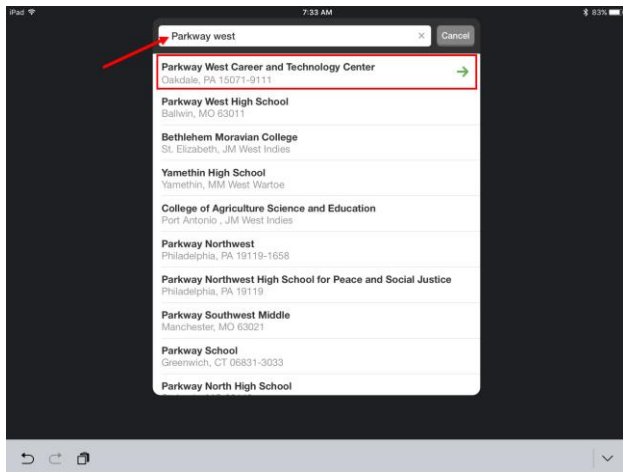Connecting to Schoology from a smartphone or tablet app

1. Download the Schoology app from your device's respect app store, and then open it.
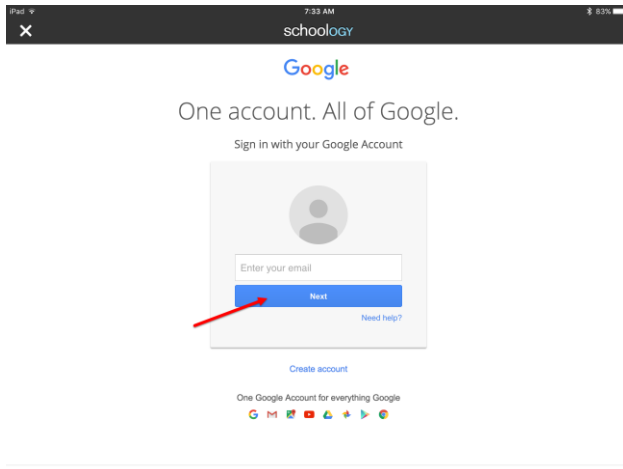2. Click Username Login.
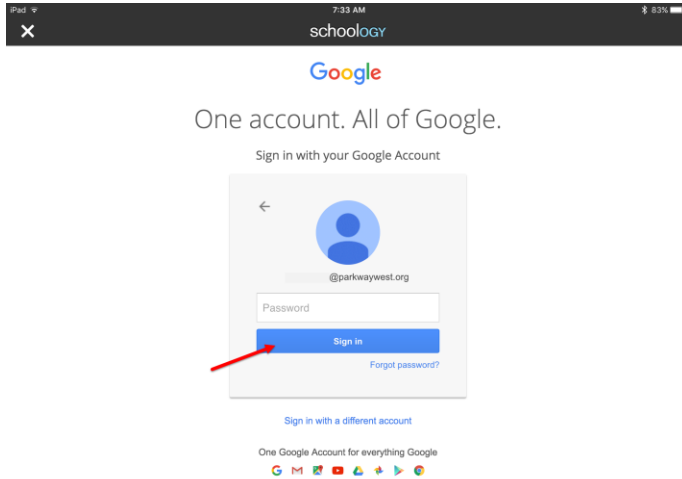
3. Tap the Select School Field.

4. In the "Search for your school…" field, begin typing Parkway West, and it will find the school. Tap the school.

6. This will take you to the Google login screen. Enter your username in the firstname.lastname@parkwaywest.org format. Click Next.

7. Enter your password. This is the password that you use to log into the computers at Parkway West CTC. If you do not remember your password, do not reset it using the "Forgot password" link. Speak to your teacher so they can submit a ticket. Click Sign In.

8. You are now connected to the Schoology using the app.