



**Optional: using the Schoology App on your phone or tablet, or accessing Schoology without going into Lab's website.**

## **Background**

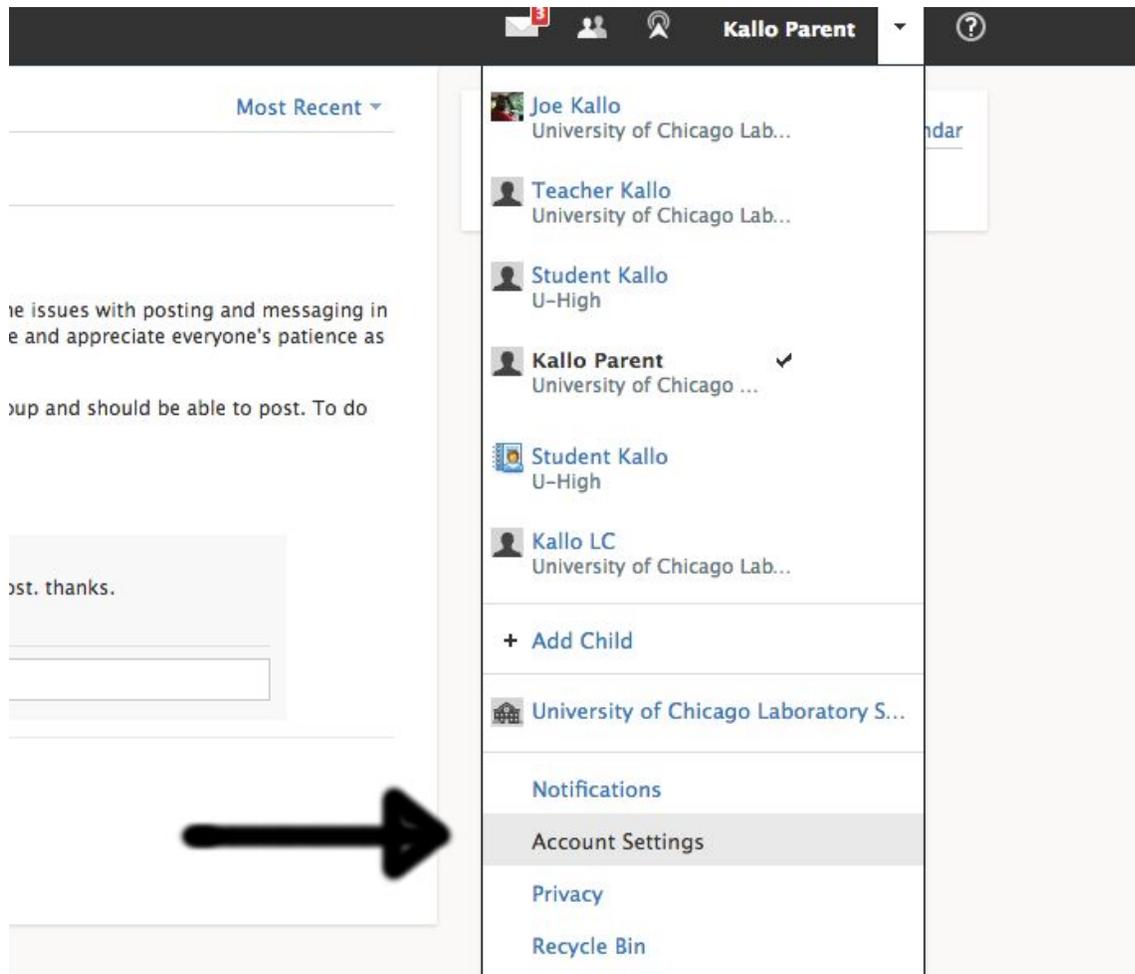
Lab made Schoology available to families using a “single-sign on” system: Login to the Lab website and one is simultaneously, and automatically, logged in to Schoology. If that is working fine for you, then you may choose to just stop reading now!

However, some parents want the flexibility to login directly—and only—into Schoology on the web, or via the Schoology App on a phone or tablet. The Schoology App should simplify responding to messages, and completing other tasks, while on the go. This can be done, but requires the user to bypass the single sign-on and accept using a additional user ID and password.

Lab has turned on the App function and this document explains how to access Schoology directly on a phone, tablet, or on the web without first going to Lab's website. (Note: even if you have the credentials to access Schoology directly, your single-sign on will still work.)

## Using the Schoology app on your phone or tablet

1. Download the application from the Google Play store or Apple's App Store.
2. Log into your Schoology account on the website as you normally would.
3. Once logged in, click on the triangle in the upper right, then choose Account Settings:



4. On the next page, note your "Primary Email" (you'll need this shortly)
5. Click on "Change your Password"

**Primary Email:**  [Check status](#)

**Alternate Email:**

**Timezone:**

By clicking Save Changes, you agree to our [Privacy Policy & Terms of Use](#)

**Save Changes**

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**Account Password**

**Password:** [Change your password](#)

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**Share Your Schoology Calendar**

 Access your Schoology calendar from a different calendar tool (e.g. Outlook, Google Calendar)

**Enable**

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**Link Account**

**Link Accounts** Instructions: Use this to link your other Schoology accounts together. This will enable you to switch between your accounts without having to log in to each separately.

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**Other Options**

6. On the popup, enter the password you'd like to use.

Account Settings | Privacy Settings | Recycle Bin

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Joe  
Name:

Kallo  
kalloparent2  
kalloparent@ucl  
  
America/Chicag  
By clicking Save Ch  
**Save Changes**

**Change Password**

**Your Login Info**

**School:** University of Chicago Laboratory Schools (417751059)

**Username:** kalloparent2

**Email:** kalloparent@ucls.uchicago.edu

**Change your password**

**New password:**

**Confirm password:**

**Submit** **Cancel**

word

[Change your password](#)

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Schoology Calendar

7. Start the Schoology app on your phone or tablet. You'll be given the choice to log in via email or username. Choose "Email Login" and on the next screen, log in with your primary email address (from step 4) and the password you just set.

## **Logging in to the Schoology website directly**

Note that the credentials you used to sign in via the mobile app can also be used to log in directly to the Schoology site (bypassing Lab's website):

1. Visit: <http://schoology.com>
2. Click "log in" in the upper right
3. Log in with the email address and password you use for the mobile app