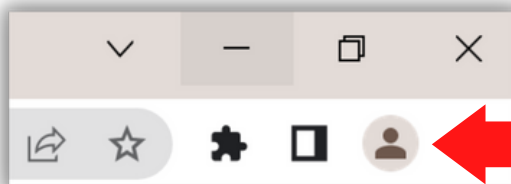


HOW TO SIGN IN/SYNC WITH CHROME

If you are NOT signed into Chrome:

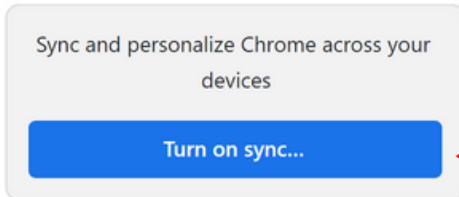


1. Open the CHROME browser.

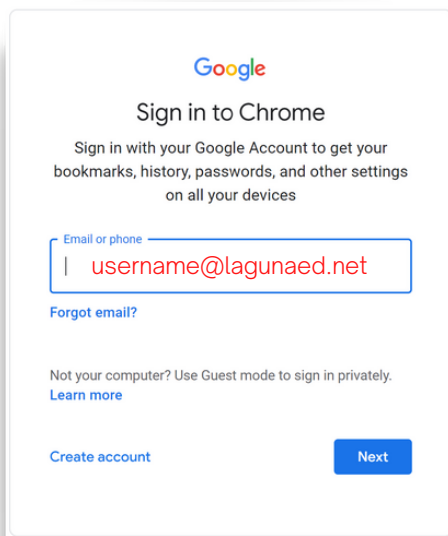


2. Click the PERSON icon in the upper right corner.

Not signed in



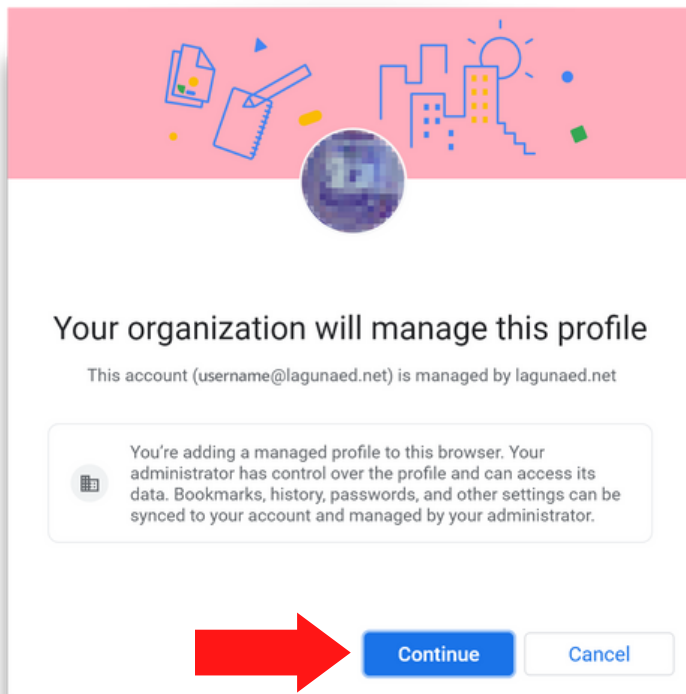
3. Click "Turn on sync..."



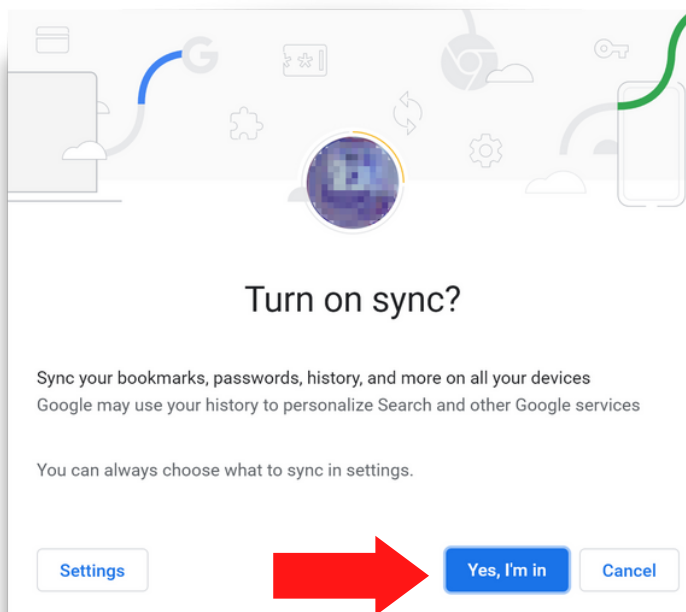
4. Sign in using your:

- LDOE email address
- Google specific password

(Let I.T. know if you need your Google password reset)



5. Click "Continue"

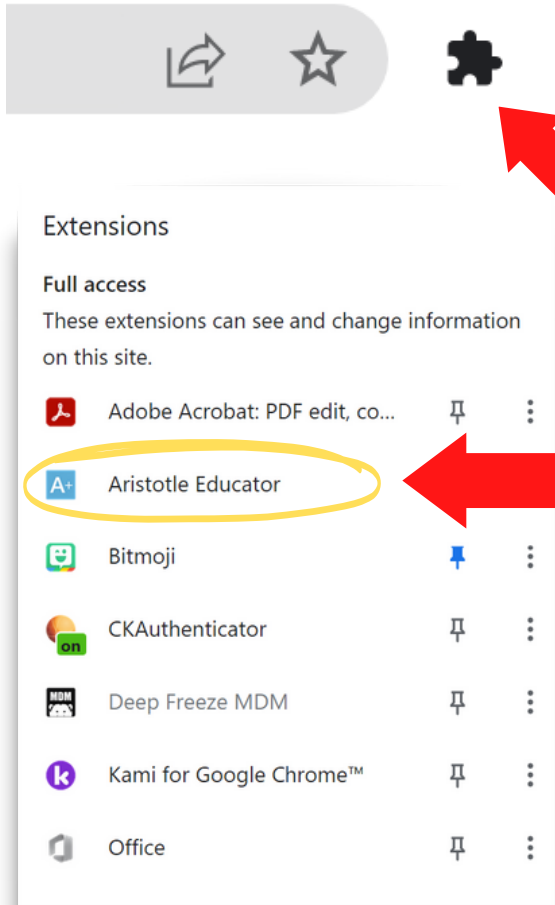


6. Click "Yes, I'm in"

You are now synced to Chrome.

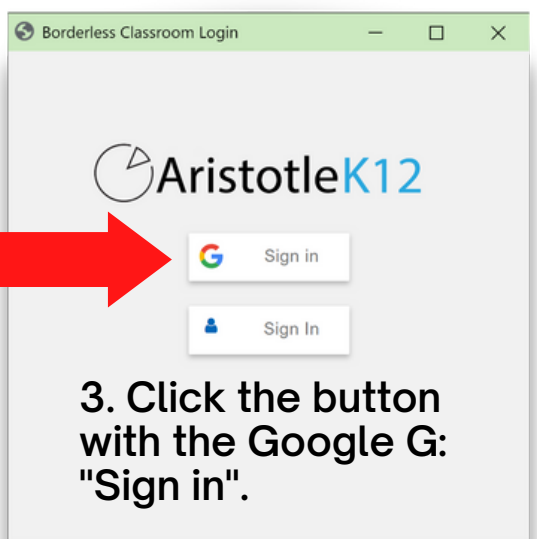
HOW TO OPEN BORDERLESS CLASSROOM

This will show you how to access AristotleK12's
Borderless Classroom Dashboard



1. In CHROME, click the PUZZLE piece icon in the upper right corner.

2. Click "Aristotle Educator"



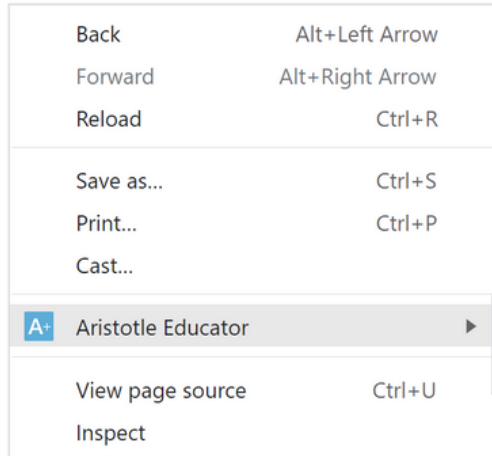
3. Click the button with the Google G: "Sign in".

Because you are synced with Chrome, you will not have to sign again.
The Borderless Classroom Dashboard should open in the background:

4a. Click the A+ icon with a blue background on your taskbar to open the Borderless Classroom Dashboard window.

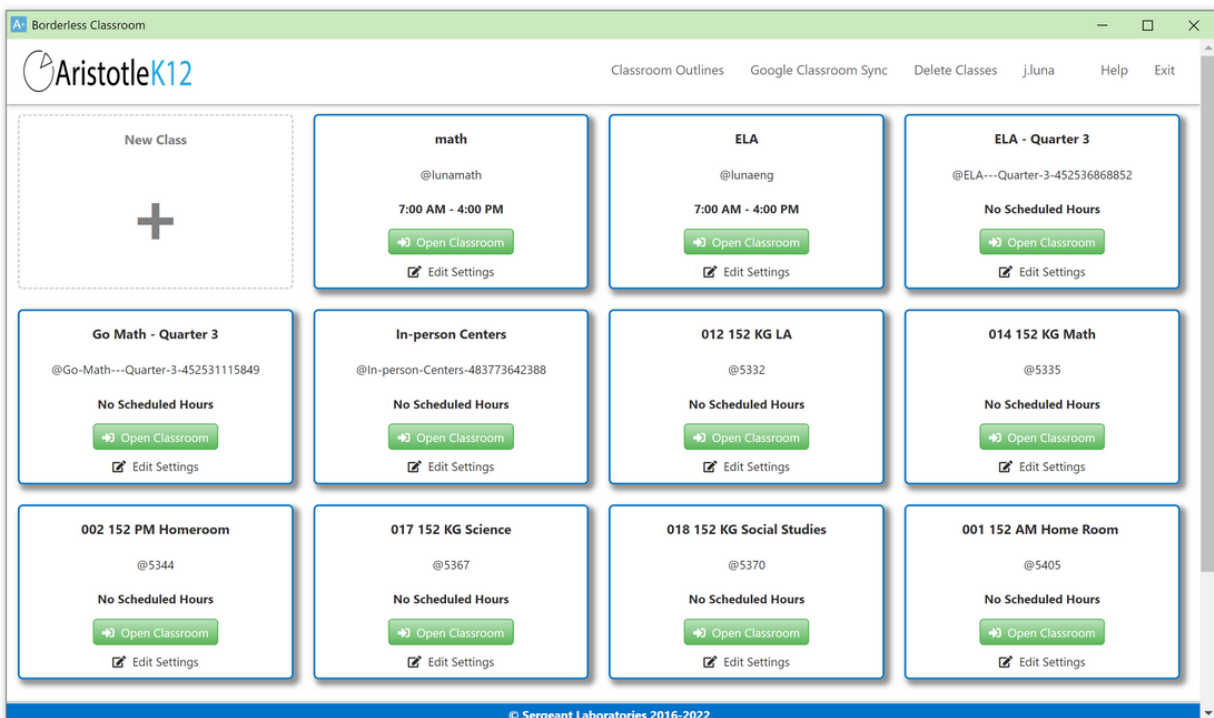


4b. Alternately, you may Right-Click anywhere on a Chrome web browser window.



Hover over **Aristotle Educator**, then **Borderless Classroom**, then click **Open Dashboard**.

5. The **Borderless Classroom Dashboard** will open by using step 4a or 4b:





HOW TO "GOOGLE CLASSROOM SYNC"

1. At the top right of the Borderless Classroom Dashboard, Click "**Google Classroom Sync**"



Classroom Outlines **Google Classroom Sync** Delete Classes

Sync From Google Classroom

Here you will see a list of all of your classes saved in Google Classroom. You can select a class to sync with Borderless Classroom by clicking the green "Sync Class" button to the right of your selected class. This will create your class within Borderless Classroom with all the students already added to the roster. Any changes made in Google Classroom to a synced class will also be reflected in Borderless Classroom. **Note: Changes made in Google Classroom may take up to one hour to appear in Borderless Classroom.**

Class Name	Class Section	Class Description	
In-person Centers	N/A	N/A	Sync Class



2. In the window that opens, ensure that the list of classes is correct. **This list is being synced with your active Google Classrooms.** Archive any old classes, or create new classes in Google Classroom separately.

If all is correct, Click the green "**Sync Class**" button to the right of each of the classes you wish to bring into AristotleK12.