



Schoology®

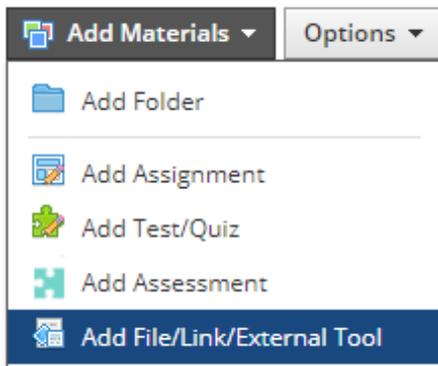
Students Working Offline @ Home

While at any MCPSS campus, students are able to access the internet with their Chromebooks and complete schoolwork; however, some students may have limited or no internet access at home. For these situations, we need to provide materials in a way that students can continue working even when offline.

TEACHERS

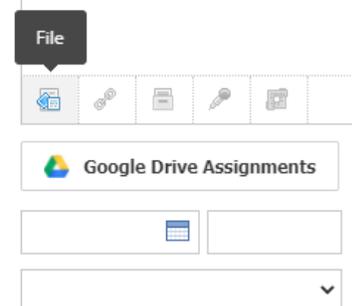
Method 1 - Instructional Content

Insert handouts, presentations, and/or notes by selecting Add Materials and Add File/Link/External Tool.



Method 2 - Assignments

Instead of using Google Drive or OneDrive Assignments, attach templates or worksheets via the file button underneath the Rich Text Editor in the Create Assignment process.



STUDENTS

Method 1 - Instructional Content

When students click on files added via the Add File process, the file will open in Schoology's doc viewer.

Students will need to click the Download button located in the upper right corner before leaving campus.



Method 2 - Assignments

When students access an assignment that contains an attached file, they must click on the name of the file to download it to their devices. Clicking on VIEW will not download it to the device and will instead open the file in Schoology's doc viewer.

