

Parents' Guide to Online Communications

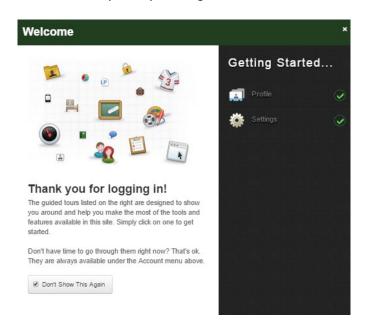
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My Pine Crest is Pine Crest School's password protected communications portal for parents, faculty, staff, administrators, and students. Students who have a computer and email password may log on to My Pine Crest. However, students use planners, Schoology, Gmail, and teacher-directed resources for the majority of their online communications and learning.

Accessing My Pine Crest

Using the same user name and password that you received for accessing My BackPack, click the "My Pine Crest" link at the top of www.pinecrest.edu, or go directly to www.pinecrest.edu/mypinecrest.

When you first log in, you will see a prompt offering a "Getting Started" tutorial, which will guide you through notification and privacy settings.



This tutorial will always be available under the Account menu at the top of the screen. If you do not want this box to appear when you lot in, check the "Don't Show This Again" option.

Locating Information on My Pine Crest

On the main Resource page within My Pine Crest, you will see an array of colored and labeled tiles. Dark green tiles apply to the entire School, including My BackPack, Schoology, and *The Pine Crest Fund*. Gray tiles apply to the Fort Lauderdale campus, and light green tiles apply to the Boca Raton campus. For example:

Tile	Purpose
PINE CREST FUND - GIVE NOW!	The Pine Crest Fund is Pine Crest School's annual giving campaign. Click on this tile to donate online and support an extraordinary education for our students.
FTL LOWER SCHOOL	If your student is enrolled in pre-kindergarten through fifth grade on Pine Crest's Fort Lauderdale campus, click here. The page includes office contact information, important dates, forms, and lunch menus.
BOCA PARENTS' ASSOCIATION	Visit the Parents' Association pages for contacts, volunteer opportunities, event listings, photos, and more.

Direct Links

If you prefer to access Schoology and My BackPack directly, the direct links are:

• Schoology: http://elearning.pinecrest.edu

• My BackPack: https://backpack.pinecrest.edu

Mobile Applications

My Pine Crest is mobile friendly and does not require a separate app download. If you would like, you may download apps for Schoology and My BackPack for an iPhone, iPad, or Android:

- Schoology Search for and download "Schoology" in the iPhone/Apple or Google Play stores.
 - Once downloaded, you will be prompted to select your school, and then you will log in using your credentials.
- My BackPack Search for and download "My BackPack Mobile" in the Google Play or Apple stores.
 - Once downloaded, you will be prompted to enter a School Code. Enter pinecrest. Then you will be able to login using your credentials.

Admission Marketing and Public Information

Pine Crest's website and social media pages are dedicated to Admission marketing and public information.

- Pine Crest School Website
- Facebook
- <u>Instagram</u>
- Pinterest
- <u>Twitter</u>
- Vimeo
- YouTube

Support

For log in issues or technical support, email Joanna Szymanski, Content and Learning Management Systems Administrator, at <u>joanna.szymanski@pinecrest.edu.</u> If you have questions or comments about content, please contact Andrea Vallejo, Marketing Communications Manager, at <u>andrea.vallejo@pinecrest.edu</u>.