




UNION CITY AREA SCHOOL DISTRICT DISTANCE LEARNING INSTRUCTIONS



- Please plug in and charge your Chromebook when you receive it to ensure it is ready to use on August 25.
- When you open your Chromebook it should turn on automatically. If it does not turn on, push the power button 
- When prompted, enter your student's email address.
- Next enter your student's password.
 - Locker Combination for MS/HS students.
 - Student Number for Elementary students.
- Once logged in, click the colorful Chrome button at the bottom of the screen. It will have a blue dot surrounded by yellow, green, and red.
- In the browser type in ucasd.schoology.com. Do Not Use 'www' at the beginning.
- Log in the Schoology.
 - Username → email address
 - Password → Locker Combination (MS/HS), Student Number (Elementary)
- Find your classroom on the left hand side and click on the classroom. For MS/HS there will be a classroom for each teacher you have throughout the day.
- Click on the zoom link at the appropriate time for your class.
 - Elementary → class begins at 7:55.
 - MS/HS → Refer to the bell schedule on the back for the times to report to each Period.