**How to access ClassLink from any non-school computer or tablet:**

1. Access the internet and go to the district’s website: [www.Summithill.org](http://www.Summithill.org)
2. Click on the Parents & Students tab at the top of the page.
3. Click on ClassLink under the Student section of the page.
4. Click on the gray Sign in with Microsoft button.
5. Sign into Microsoft using this format with the child’s information:

 Firstname.lastname@shsd161.org (no spaces)

Click Next

1. Enter the child’s password which is their house address (numbers only) then the word Bats, Dogs, Book, or Look depending on their grade level with no spaces. The word must begin with a capital letter when entering it.

(Example: 321Bats) Click Sign in

 1st Grade – Dogs

 2nd Grade – Bats

 3rd Grade – Book

 4th Grade – Look

1. If it asks if you would like to stay signed in, click No or Yes depending on your preference.
2. The ClassLink launchpad should open with the student’s apps they utilize in class such as Freckle, Reflex Math, Wixie, Typing.org, etc. Click on any app to begin.

If you have difficulty signing in or using any of the apps, you can email me, and I will be more than happy to help you. My email address is TProrok@summithill.org

Hope to see the students soon!

****Sincerely,

Mrs. Prorok

tprorok@summithill.org

Technology Teacher

Frankfort Square School

(Updated 3/17/20)