Dear L.E.A.P. Parents,
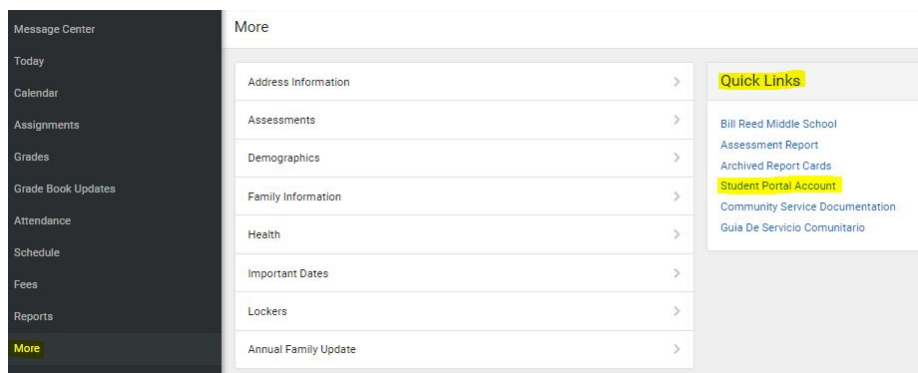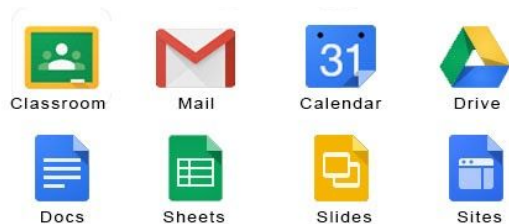
1. Thompson School District has partnered with Google to create accounts for every student. Your son or daughter has been given an account that they can access from school or home.

2. The Google DRIVE login is the same as their TSD email. It will look something like this: beu2968B@thompsonschools.org

3. The password is a 9-digit password with their **student number** preceded by a **3-digit code**.

4. The login email and password can be found in Infinite Campus Parent Portal. Click on "More" from the home page (left side) and then click to see Quick Links. Select "Student Portal Account". It will show the login and password for each of your kids. See image.

5. Write in your login: _____@thompsonschools.org

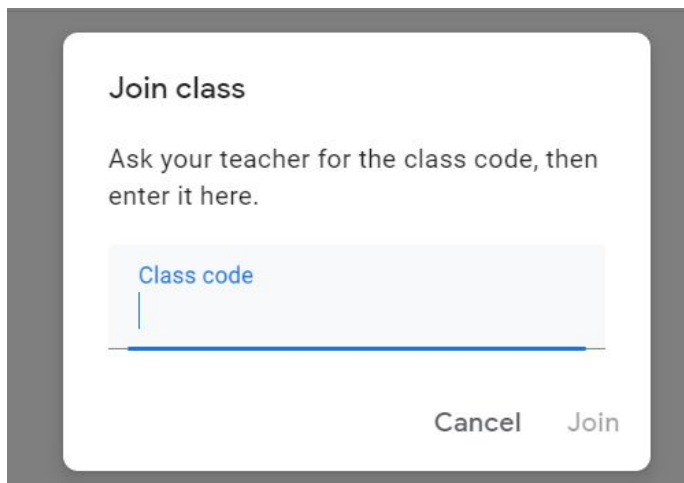6. 9-digit password: _____

7. SIGN IN TO GOOGLE CLASSROOM:

   a. In your Google Drive, click on the Google Apps icon (waffle) upper right.

   b. To find Classroom, you may need to scroll down a bit or select "more" to find it.
   c. Click on Classroom.

   d. In the upper right corner, click on the + to "Join a Class". It will ask you for a code.

e. Write in the Class Code provided by the teacher and click Join.

Join class

Ask your teacher for the class code, then enter it here.

Class code

Cancel   Join

f. Follow the teacher instructions.
8. SIGN OUT:
    a. When done, you should sign out. Click on the colored circle with your first initial in the upper right hand corner. Select "Sign out".