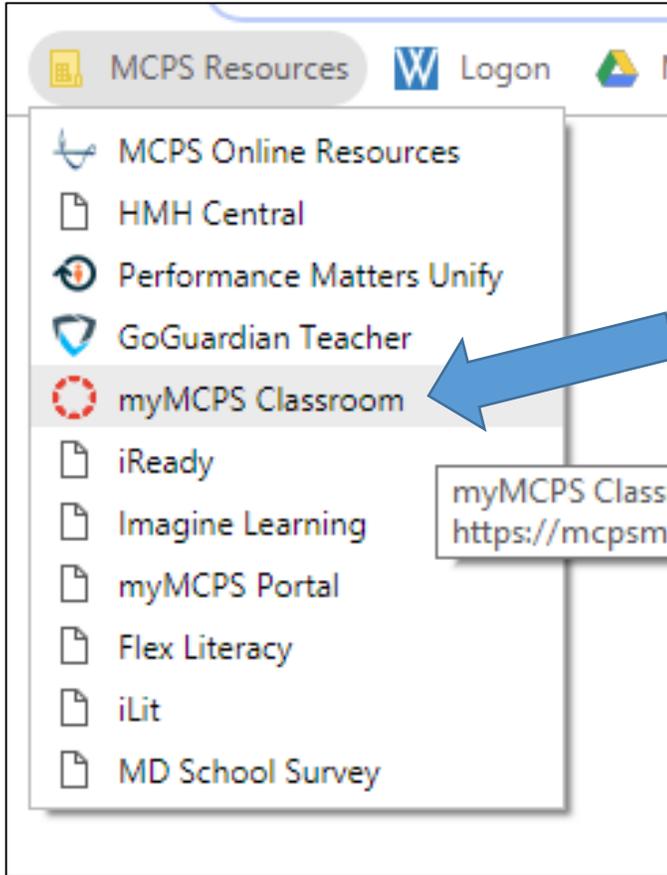


The Top 6 Things You Need to Know About MyMCPS Classroom

- 1. How to Find MyMCPS Classroom at School & at Home**
- 2. How to Navigate Around MyMCPS Classroom**
- 3. How to Navigate a Course Classroom**
- 4. How to Find Your HW (on the Calendar)**
- 5. How to Find Announcements**
- 6. How to Find Your Grades**

1

Finding MyMCPS Classroom at School



After [signing into Chrome](#) or an MCPS Chromebook using your Google Apps username and password:

1. From the Bookmarks bar, select **MCPS Resources**.

2. Select **myMCPS Classroom**.

1

Finding MyMCPS Classroom at Home



1. Navigate your web browser to the following address:
<https://mcpsmd.instructure.com>
2. Enter your MCPS Google Apps username and password.
3. Click **Sign in** to access the myMCPS Classroom dashboard.



Internet Explorer

Chrome

Safari

Firefox

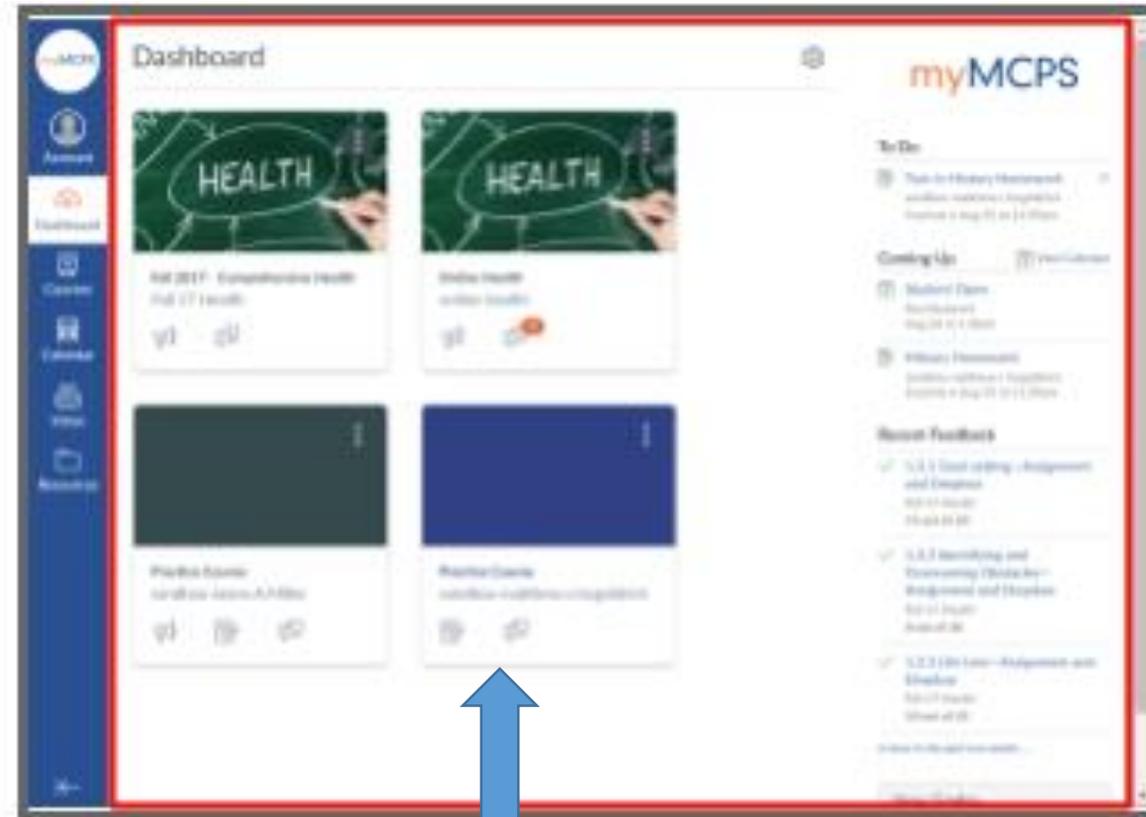
**Chrome is the best
browser for MyMCPS
Classroom**

2

How do I navigate around MyMCPS Classroom?

When you first login to myMCPS Classroom you land on your **dashboard**.

From here you can click into courses or the calendar.



The Dashboard

2 How do I navigate around MyMCPS Classroom?

What does the BLUE Menu bar mean?

The blue bar helps you navigate all of myMCPS Classroom.

The blue bar will take you to your account information, different courses, your course calendars, to read course messages, and to access helpful resources.



Account Info



Dashboard



Courses



Calendar



Inbox

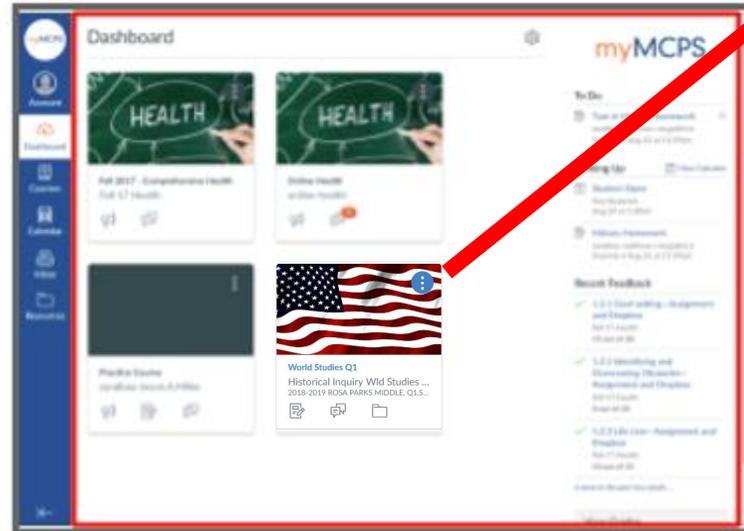


Resources:
MyMCPS Portal

3

How Do I Navigate a Course Classroom?

Click on a Course Tile from
your dashboard
to enter a classroom



3

Once inside a class...

The Course Menu

helps you go to different sections of a course.

Each course may look different depending on what your teacher has chosen to show and use.

The most commonly used menu items are Announcements and Assignments.

The screenshot displays a user interface for a course titled "World Studies Q1". On the left is a vertical navigation sidebar with icons and labels for "Account", "Admin", "Dashboard", "Courses", "Calendar", "Inbox", "Commons", "Resources", and "myMCPS Portal". A red box highlights a secondary menu on the right side of the sidebar, containing the following items: "Home", "Announcements", "Assignments", "Discussions", "People", "Pages", "Files", "Syllabus", "Outcomes", "Quizzes", "Modules", "Conferences", "Collaborations", "Google Drive", "Grades", and "Settings". A red arrow points from the text "The Course Menu helps you go to different sections of a course." to the "Announcements" and "Assignments" items in this menu. The main content area shows a page titled "Historical Inquiry Wld Studies 6: Jason ..." with an "Edit" button and a vertical ellipsis menu. Below the title is a large image of the Colosseum in Rome.

4

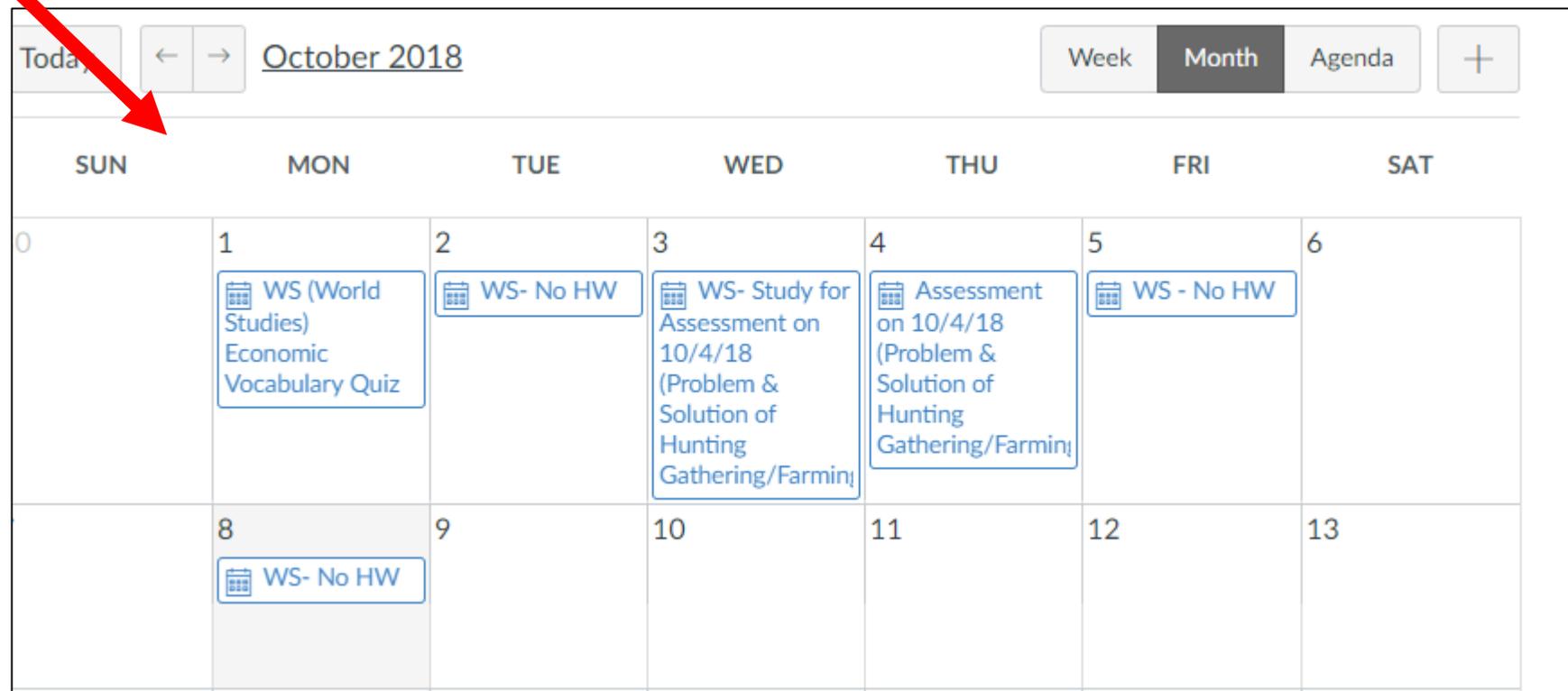
How do I Find The Calendar?



To access your calendar you will click on the “**Calendar**” icon on the **Blue Navigation bar**.

The calendar section of myMCPS Classroom will show you assignments and events your teachers have posted.

At Rosa Parks your homework assignments will be posted daily in the **calendar section** of MyMCPS Classroom.



The screenshot shows a calendar interface for October 2018. At the top, there are navigation controls: "Today", left and right arrows, and the month "October 2018". To the right are view options: "Week", "Month" (which is selected and highlighted in dark grey), "Agenda", and a "+" icon. Below this is a grid with days of the week as columns (SUN, MON, TUE, WED, THU, FRI, SAT) and dates as rows. The calendar shows several events:

SUN	MON	TUE	WED	THU	FRI	SAT
0	1 WS (World Studies) Economic Vocabulary Quiz	2 WS- No HW	3 WS- Study for Assessment on 10/4/18 (Problem & Solution of Hunting Gathering/Farming)	4 Assessment on 10/4/18 (Problem & Solution of Hunting Gathering/Farming)	5 WS - No HW	6
	8 WS- No HW	9	10	11	12	13

4

How do I Find The Calendar?

SUN	MON	TUE	WED	THU	FRI	SAT
	1 WS (World Studies) Economic Vocabulary Quiz	2 WS- No HW	3 WS- Study for Assessment on 10/4/18 (Problem & Solution of Hunting Gathering/Farming)	4 Assessment on 10/4/18 (Problem & Solution of Hunting Gathering/Farming)	5 WS - No HW	6
	8 WS- No HW	9	10	11	12	13
	15	16	17	18	19	20

7 8 9 10 11 12 13
14 15 16 17 18 19 20
21 22 23 24 25 26 27
28 29 30 31 1 2 3

▼ CALENDARS

- Volz, Jason B
- World Studies Q1
- RELATD STUDIES 1: Jason Volz: Q1,S1 and Year
- Rosa Parks MS
- RPMS Staff
- 6th Grade Team Q1

Make sure that all of your courses have a colored check box next to them.

If they aren't colored in you will be missing information.

5

How do I Find Announcements?

You can access announcements three different ways.

From the dashboard you can click on the **bullhorn icon** to view course announcements.

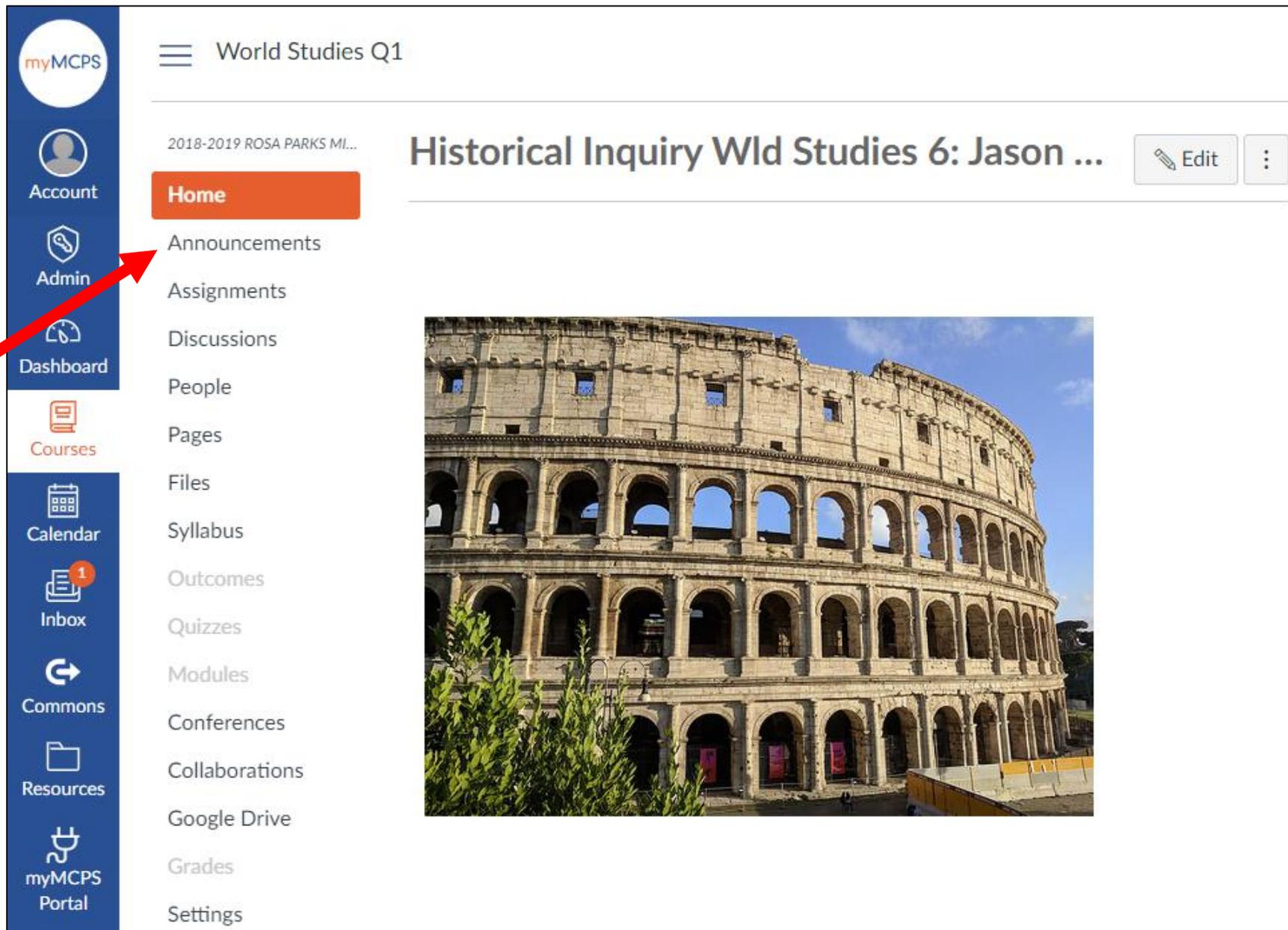


5

How do I Find Announcements?

The second way is while you are inside the course.

You will click on the “**Announcements**” option on your course navigation and you will see a list of all the announcements made in your course



The screenshot shows a course navigation interface for 'World Studies Q1'. On the left is a vertical sidebar with icons and labels for 'myMCPS', 'Account', 'Admin', 'Dashboard', 'Courses', 'Calendar', 'Inbox', 'Commons', 'Resources', and 'myMCPS Portal'. A red arrow points from the 'Announcements' text in the main text to the 'Announcements' option in the sidebar. The main content area shows a course title 'Historical Inquiry Wld Studies 6: Jason ...' with an 'Edit' button. Below the title is a large image of the Colosseum in Rome.

5

How do I Find Announcements?

The final way is that an **email notification** will appear in your MCPS Gmail (mcpsmd.net) account.

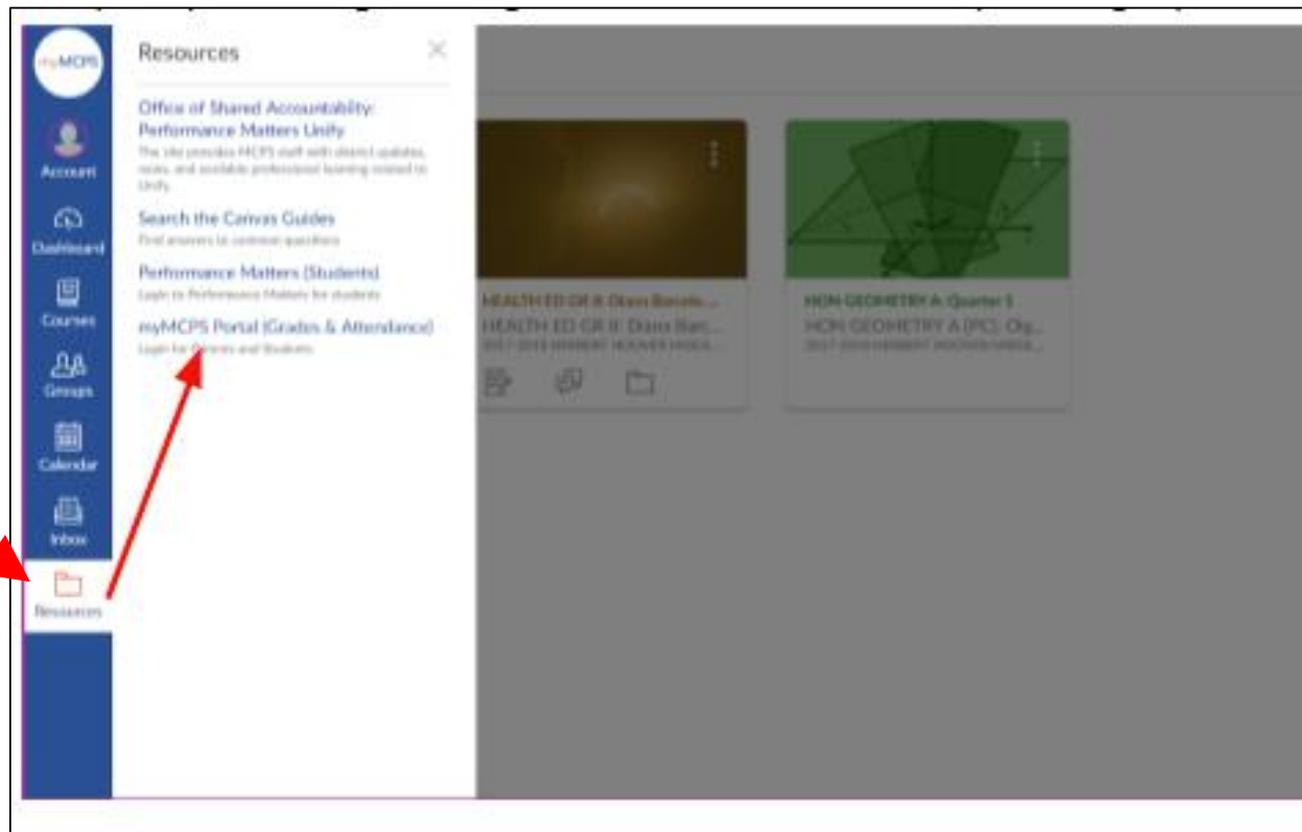


6

How Do I See My Grades

If you are in myMCPS Classroom you can access your grades by clicking on the resources option, then myMCPS Portal [Grades & Attendance].

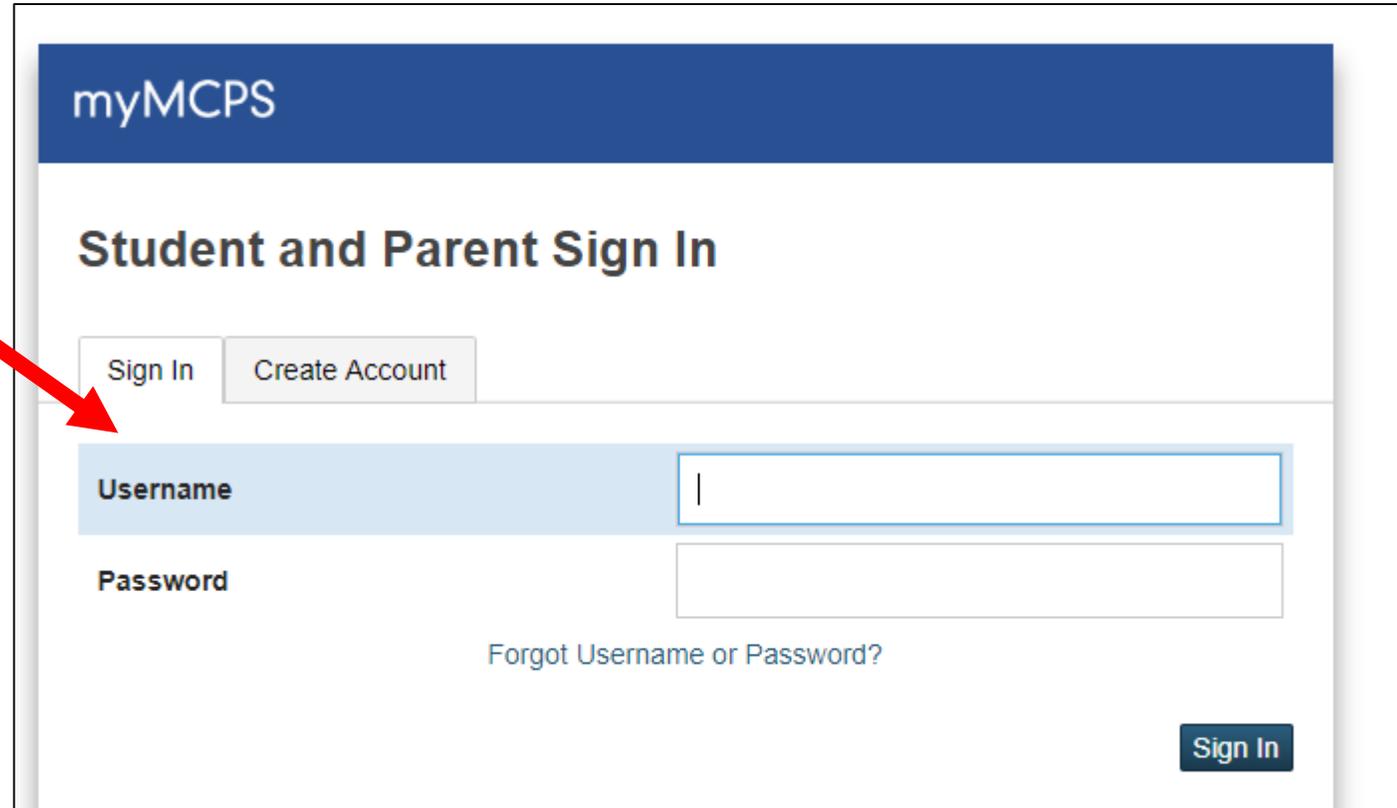
Once you click you will be taken to the Student Portal and prompted to log in using your student ID and computer login password.



6

How Do I See My Grades

Or, you can sign into the Portal directly at portal.mcpsmd.org using your MCPS ID and password.



The screenshot shows the myMCPS login interface. At the top is a dark blue header with the text "myMCPS". Below this is a white section titled "Student and Parent Sign In". There are two buttons: "Sign In" and "Create Account". Below the buttons are two input fields: "Username" and "Password". A red arrow points from the text on the left to the "Sign In" button. At the bottom right, there is a "Sign In" button and a link that says "Forgot Username or Password?".

6

How Do I See My Grades

Navigation

- Grades: Current look at student grades
- Grade History: Historical grade data
- Attendance: Attendance report
- My Schedule: View student schedule

Term Grades:

Period	Course	MP1	MP2	MP3	MP4
01	HON MOD WORLD A	A			
01					
02					
02					
03					

Student courses are listed here

Student grades are listed under the corresponding Marking Period

Course	Teacher	Period	Current Grade %	Current Grade
HON MOD WORLD A		01	100%	A

Clicking on the letter grade will display an assignment breakdown

Category	Assignment	Score	%	Grade	
HW for Prac/Prep		10 / 10	100.0	A	
Due Date	Category	Assignment	Score	%	Grade
Sep 8, 2017	HW for Prac/Prep (10)		5.0 / 5.0		A
Sep 7, 2017	HW for Prac/Prep (10)		5.0 / 5.0		A

Once in you can click on the “Grades” button on the blue menu bar. This will load up your grades.

It is possible for a delay to occur between when teachers enter grades and when they show on the Portal.

