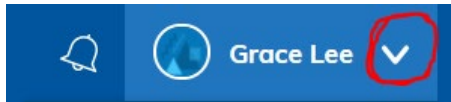


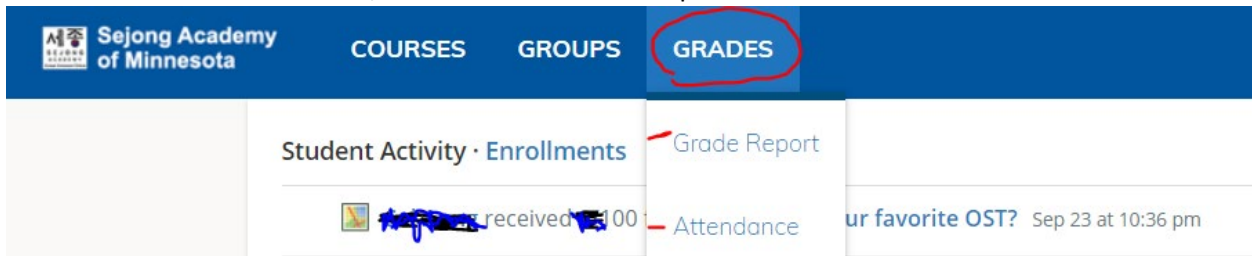
## How to check your Student's Grades & Attendance in Schoology

- 1) Open Google Chrome
- 2) Type **sejong.schoology.com** in the address bar
- 3) If you have a gmail account, just login with the gmail account you gave to Sejong Academy to set you up in Schoology. You can just use your normal gmail password to get into Schoology.
- 4) Once in Schoology, you should see your name in the top right corner. Click on the drop-down arrow/V to the right of your name.

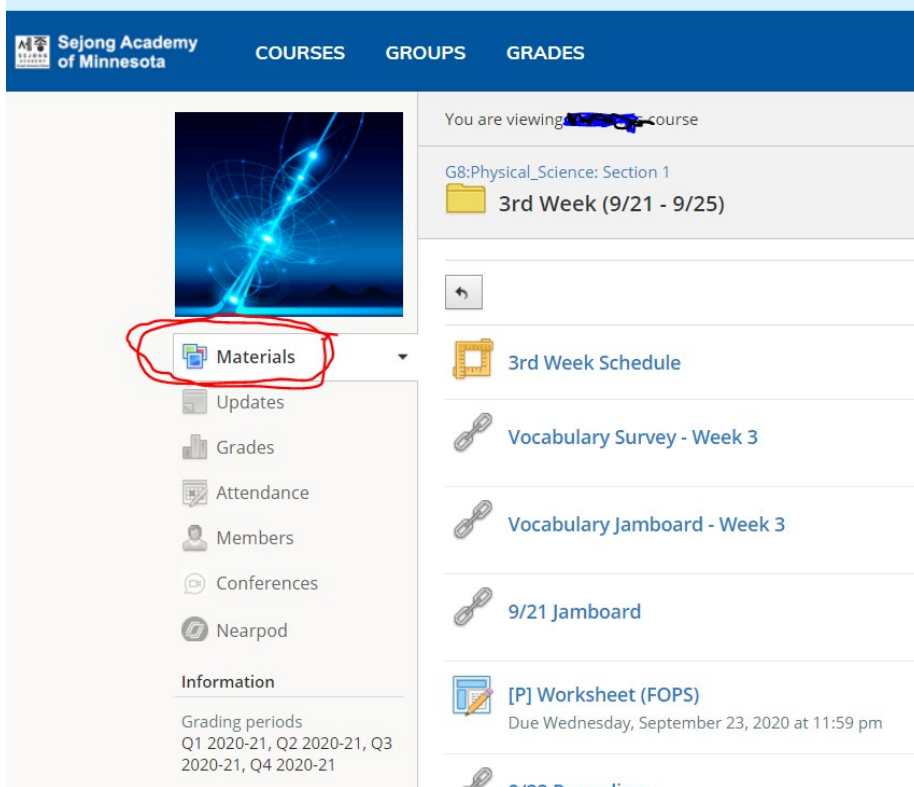


Select the name of your student in the drop-down.

- 5) To see Grades and Attendance, click GRADES near the top left.



- 6) Then click on each course to see grades/attendance for that course.
- 7) To see specific assignments for a particular class/course, click COURSES near the top left. Then select the course.
- 8) Once in the course, you can click on "Materials" on the left to see particular assignments and class materials.



If you have Schoology related questions, please email [schoology@sejongacademy.org](mailto:schoology@sejongacademy.org)