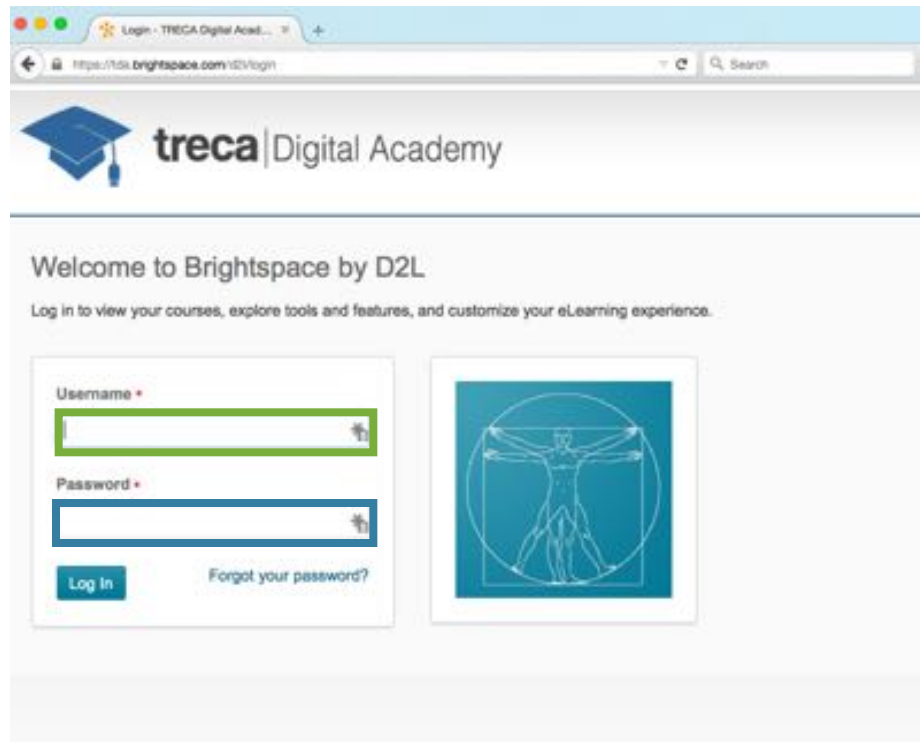


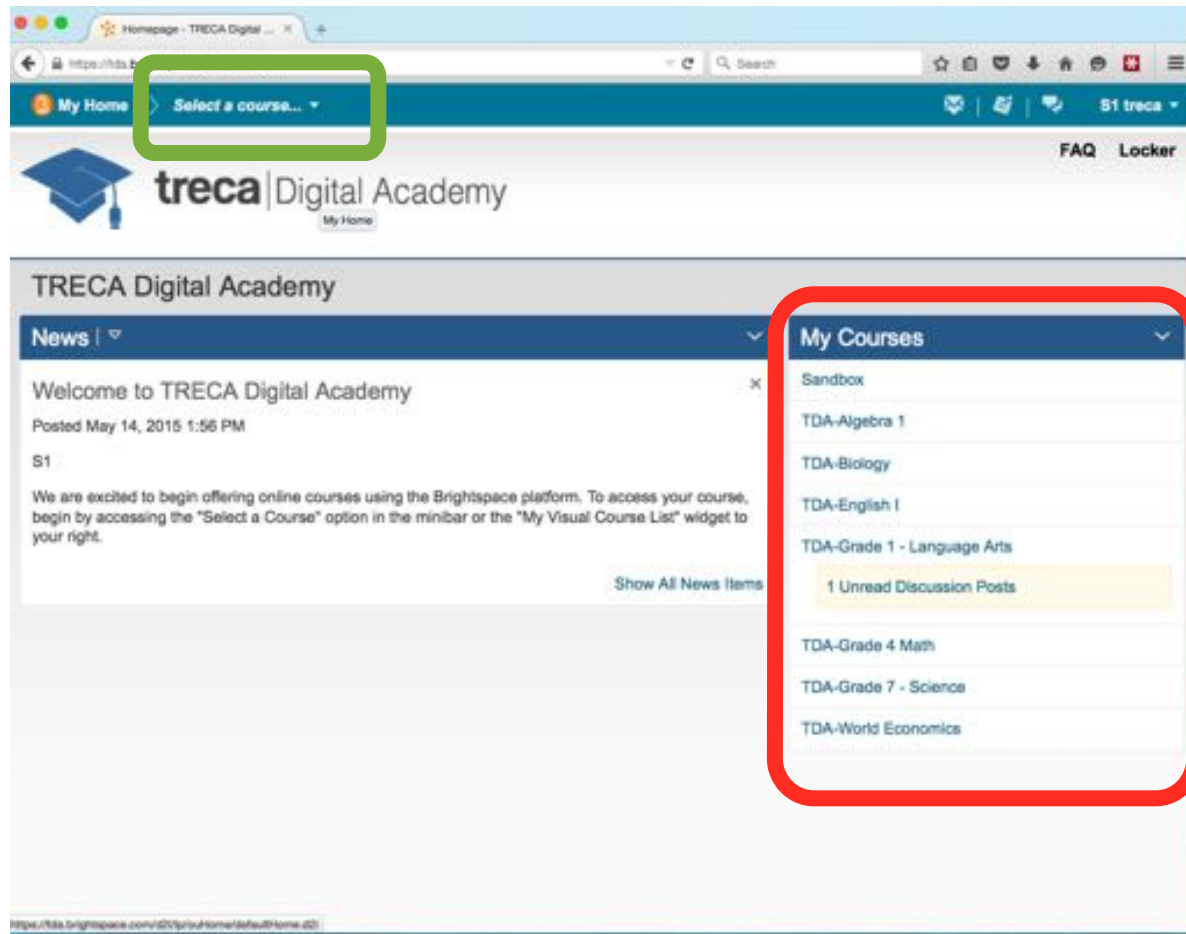
Accessing Schoolwork in Brightspace



Step 1: Use **Firefox** (not Chrome or Internet Explorer). Go to tda.brightspace.com and login with your **username** and **password**.



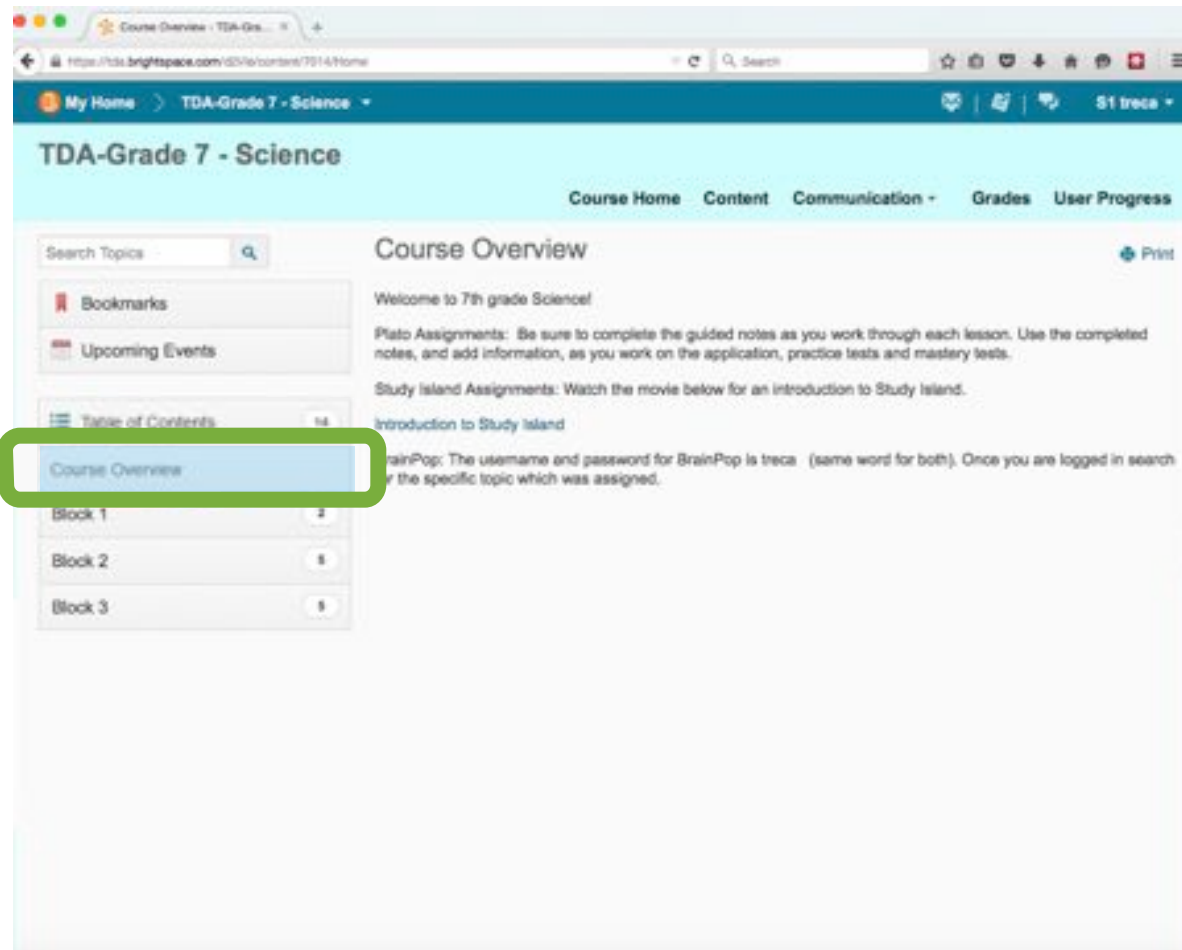
Step 2: Once you are logged in, you'll see home page will look something like this. You will see a list of courses in two places: In the **My Courses** menu, and in the **Select a Source** drop down. This drop down is available on any screen in Brightspace. Just click on the course you want to work on.



Step 3: Here is a sample of what a course home page looks like. To see your assignments, click on **Content** in the list of sections across the top.

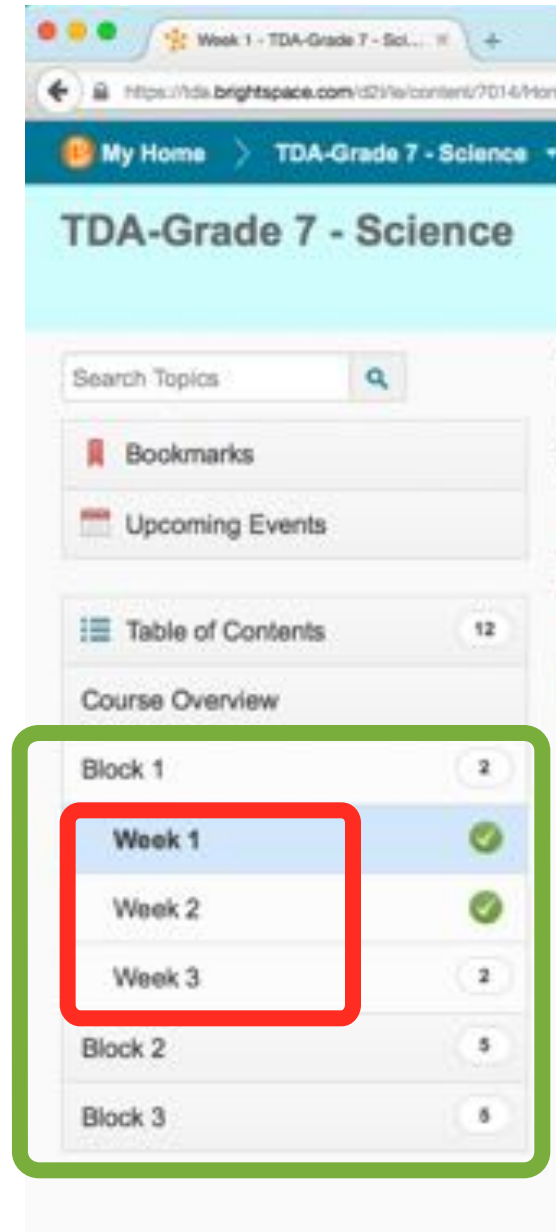
The screenshot shows a web browser window displaying the Brightspace course home page for 'TDA-Grade 7 - Science'. The page features a top navigation bar with the following links: 'Course Home', 'Content', 'Communication', 'Grades', and 'User Progress'. The 'Content' link is highlighted with a green rectangular box. Below the navigation bar, there is a search bar for topics, a 'Table of Contents' section with a progress indicator showing '7,14 % 1 of 14 topics complete', and a 'Course Overview' section. The 'Table of Contents' section includes a sidebar with links to 'Course Overview', 'Block 1', 'Block 2', and 'Block 3'. The 'Course Overview' section contains text about assignments and a 'Block 1' section with a 'Week 1' sub-section.

Step 4: The Blocks of the course will be shown on the left. Click **Course Overview** and read the introduction to the course.



The screenshot shows a web browser window displaying the Brightspace course overview for 'TDA-Grade 7 - Science'. The page has a light blue header with the course name and navigation links: 'Course Home', 'Content', 'Communication +', 'Grades', and 'User Progress'. On the left side, there is a sidebar with a search box and several menu items: 'Bookmarks', 'Upcoming Events', 'Table of Contents', 'Course Overview', 'Block 1', 'Block 2', and 'Block 3'. The 'Course Overview' item is highlighted with a green rectangular box. The main content area on the right is titled 'Course Overview' and contains a welcome message and instructions for Plato Assignments, Study Island Assignments, and BrainPop.

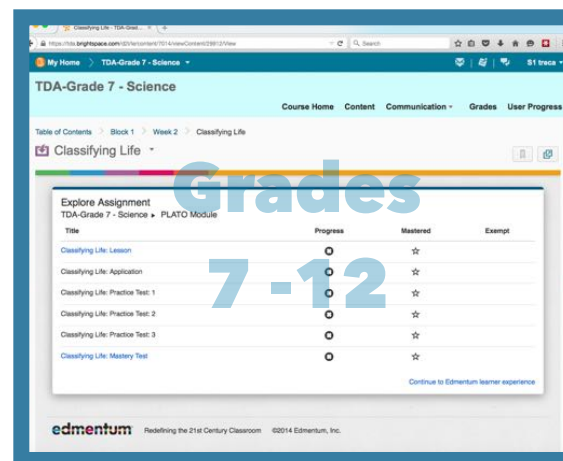
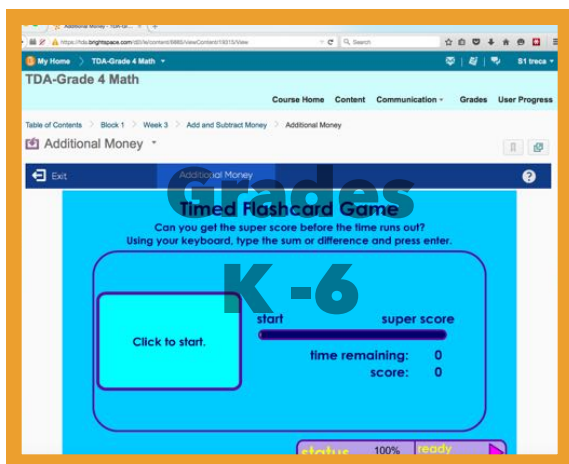
Step 5: The Blocks of the course are shown on the **left** of the screen, below the Course Overview. Start with the **highest** numbered Block available to you. Click on that Block and it will expand so you see a **menu of Weeks** listed. These are the groups of schoolwork you are to complete. Click on Week 1 to view the work.



Step 6: Once you clicked on a week, you will see the assignments for that section on the right side of the screen. Start with the **first one**, by clicking on it.

The screenshot shows the Brightspace LMS interface for a course titled "TDA-Grade 7 - Science". The page is titled "Week 1" and includes a navigation menu with "Course Home", "Content", "Communication", "Grades", and "User Progress". A search bar is located at the top left. On the left side, there is a sidebar with "Bookmarks", "Upcoming Events", "Table of Contents" (12 items), "Course Overview", and a list of "Block 1", "Week 1", "Week 2", "Week 3", "Block 2", and "Block 3". The "Week 1" item is highlighted in blue. The main content area displays a welcome message: "Welcome to Science 7. You will start with an activity to help me get to know you and then you will move into your study of life science." Below this is a progress bar showing "100 % 1 of 1 topics complete". A single assignment titled "Classifying Life" is listed, highlighted with a green box, and marked as complete with a checkmark.

Step 7: You will now see your schoolwork here and may begin your courses. Below are examples of both **Grades K-6** work and **Grades 7-12** work.



IMPORTANT

The system may ask for a second login on **this screen**. You will use the same login information you used to get started in Brightspace.

*It is VERY important that you put this login information on the **right side** of this screen.*

