

Schoolnet – Quick Reference for Teachers



Logging In to Schoolnet

Schoolnet URL (for teachers and students):

<https://jeffcityschools.schoolnet.com>

(log-in page should be blue & white)

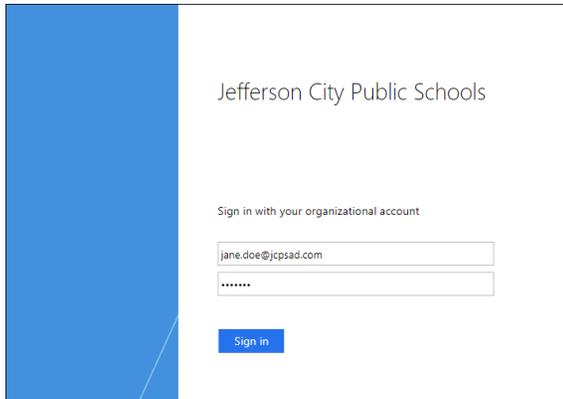
Teacher Username:

firstname.lastname@jcpsad.com

(this looks similar to district email addresses, but the ending is slightly different)

Teacher Password:

your Active Directory password (this is what you use to login to your classroom computer)



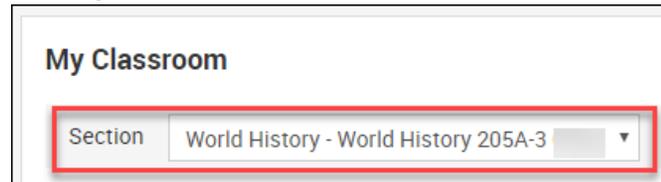
Obtaining Student Usernames and Passwords for Schoolnet

Teachers will obtain a report from *Infinite Campus* that lists usernames/passwords for each student for various systems.

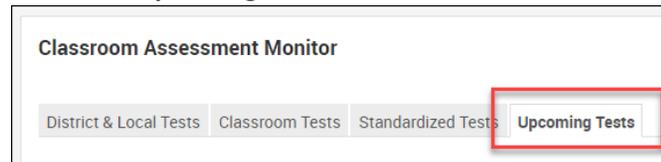
1. Login to **Infinite Campus** and click **Custom Links & Reports** on the left-hand side of the screen.
2. Select the **Teacher/Student System Credentials** link.
3. If prompted, enter the username/password you use to log into your computer and click ok.
4. Select the **school, name, and course/section**, then click **View Report**.
5. Select the “**disk**” button and select **PDF** to export the report. The report can then be printed.

Administering a District Test (SLO or Unit Assessment) in Schoolnet

1. Select the appropriate section from the **Section** drop-down menu under the **My Classroom** heading.



2. Select the **Upcoming Tests** tab underneath the **Classroom Assessment Monitor** heading.



3. Tests that are completed, scheduled, and in progress are listed here. If a test is in progress, it can be administered to students. Once students have logged into Schoolnet, the **online passcode** should be announced to students so that they can access the test.

