Dear Future AP Statistics Student,

Welcome to AP Statistics!! I hope you are looking forward to a great year.

There are a few clerical things we need to take care of prior to September. Throughout the course, we will use a few different websites for information, reviews, and quizzes. These sites are Stats4Stem.org, Deltamath.com and Office 365 Classroom. Since I do not yet know what mod you will be in for class, I will be emailing you specific login information about these sites sometime in July.

What I need you to do NOW is to be sure you have a valid personal email address in Infinite Campus and you have selected the box that allows me to send you emails.

YOU MUST LOG IN USING YOUR INFINITE CAMPUS ACCOUNT – DO NOT USE YOUR PARENTS LOG IN.

The directions for this are on the reverse side of this paper. If you do not know your own personal login, please see Bill Kelly in the guidance office. It is very important that you can be reached by email through Infinite Campus. This is my main communication method to reach out to students with important information throughout the year.

On June 15th, I will be sending a "test" email. You will be expected to respond to this email to let me know you received it and that your email address is working and valid. Please complete the instructions on the reverse side of this paper by June 14th.

If you have any difficulties, please contact Sue Repetti at srepetti@mainlandregional.net or swing by W-16 at your convenience.

Sincerely,

Sue Repetti

PROCESS FOR STUDENTS TO ADD THEIR EMAIL ADDRESSES TO THEIR INFINITE CAMPUS ACCOUNT

1. Log Into Their Infinite Campus Portal
    a. They <u>must</u> use their Portal account. Their email address <u>cannot</u> be added through their mobile app
    b. Students can get to their Portal account by going to www.mainlandregional.net and then clicking the **Infinite Campus** tab at the top and selecting "**Campus Parent/Student Portal**"
    c. If they did NOT login yet: **Username** = Student's ID # and **Password** = (first name initial) (last name initial) (birth date in MMDDYY format)- **ALL LOWERCASE**
        i. Sample Student: John Smith with Student ID # 123456 and birth date of 7/13/1999 would have the following username/password: Username: 123456 and Password: js071399
2. Once Logged In:
    a. They click on the **Contact Preferences** tab at the bottom left
    b. They enter their email address
    c. Click **Save** button at bottom. This will cause the email address to appear at the very bottom
    d. After clicking **Save**, they then check the box under the types of messages they want to receive through their email address at the very bottom (ex. Emergency, Teacher, etc.)
        i. For example: If the box under "Emergency" is checked, they will receive all emergency emails that anyone sends out.
        ii. You will want to make sure they at least check the "Teacher" box so they get your messages
        iii. As a general practice, they should just check all of them
    e. Click **Save** button a 2nd time to save the checkbox preferences