



Name _____ Homeroom Teacher: _____

Parent Information – Home Access for Technology

The Central Bucks School District is pleased to announce that we will now be offering Office 365 for all students in Central Bucks School District. Office 365 is an online Microsoft product, which will help students improve communication and collaboration. The accounts are free to CBSD students and will be available both at school and at home. This tool will allow students to collaborative work on projects at school and at home.

Office 365 will be introduced at school, but we feel that a strong partnership with families is essential to a successful experience. You may be aware that your child already has a CB issued log-in and password. Student email addresses and log-ins are in the format of last name.first initial and the last three digits of their student ID.

Logging-In: Visit <http://www.cbsd.org/365> and click on icon to login. This page will be updated with current changes as well as directions for logging in on various browsers.

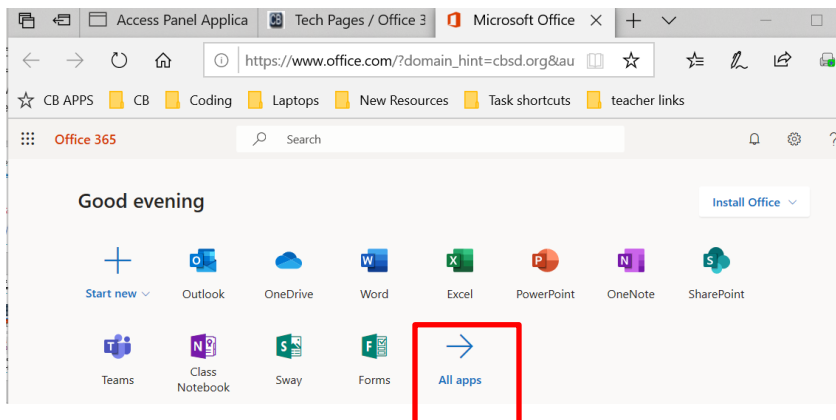
Login: _____ @student.cbsd.org






Password: _____ (Current CBSD password)




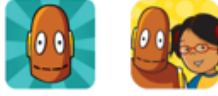





Navigating Office 365

- Select "All Apps"
- Two sets of apps appear. Office 365 apps will be visible first. Scroll down to find other School apps, including Clever.



Microsoft Apps	
<p>One Drive</p>  OneDrive	<p>OneDrive is a personal library intended for storing and organizing school documents. Students can access this drive from home and school. Each user will have 25 GB of "cloud" storage space. Students can easily share a file from the OneDrive with classmates or teachers. Items placed on the OneDrive should relate to classwork. The OneDrive should not contain personal images, games or files that do not directly relate to school.</p>
<p>Microsoft Apps</p>  Word  Outlook  PowerPoint  Excel	<p>Online Document Sharing: View, edit, and share Microsoft Word, Excel, and PowerPoint. If students do not have Office at home, the Web App allows them to be a part of the process whether they are on a Mac, PC or mobile device. Students can work in groups, with partners and with teachers to create documents.</p> <p>Please Note: The Outlook email component will only be utilized by students in Grades 4-6 in Central Bucks elementary schools.</p>

School Apps			
 Ed Your Friend in Learning	Math in Focus - Ed Your Friend in Learning		
 Clever Clever is a password wallet that stores student passwords for available applications	 TCI – Social Studies Program	 Brain Pop and Brain Pop Jr.	 SeeSaw
	 World Book Online - Encyclopedia	 NoodleTools – Online Bibliography Creator	

Student Expectations/Responsibilities:

The primary use of Office 365 is for educational purposes and school-related activities. Students must adhere to district and school expectations. Students are prohibited from using inappropriate language or uploading inappropriate content. These expectations will be reviewed with students by staff when they are introduced to Office 365. We ask that parents provide direction at home as well. As students become more comfortable with the programs provided by Office 365, we expect them to utilize it in a variety of ways that will enhance their educational experience. Thank you for your support!

Free Software Download for Students:

- Microsoft Office 365 ProPlus is now available for **FREE** to Central Bucks students with their Office 365 account! This software may be installed on laptops, desktops, and mobile devices. This is an optional download...students can work in the online version without downloading the full program.

To access the free full program download:

- Access the 365 Login page at <http://www.CBSD.org/365>
- Type in your child’s username and password from the front of this sheet. It is the same login that they use at school each day.
- For additional information, please visit the FAQ page at: <http://www.CBSD.org/OfficeProPlus>

