

# Student eLearning Toolbox

Lake Howell High School  
2020-21



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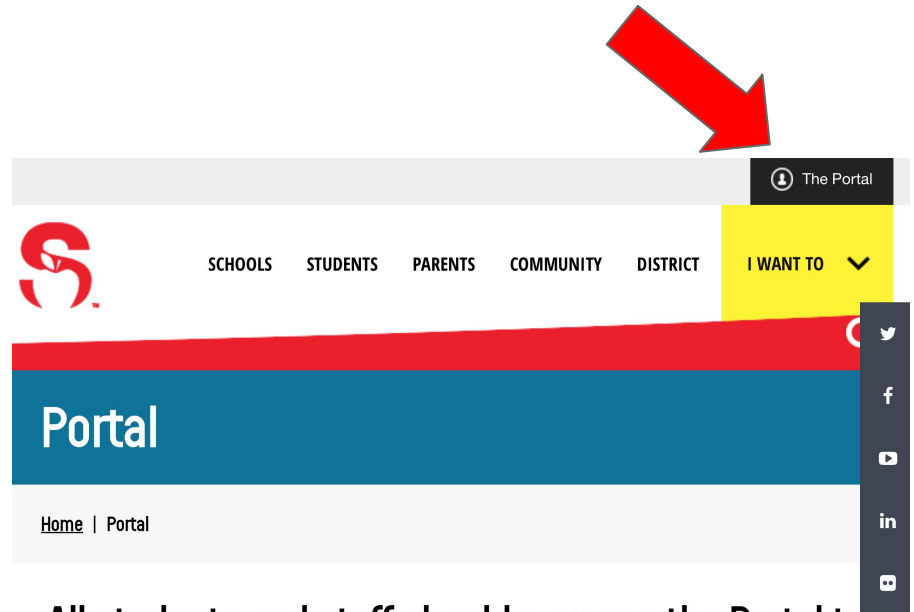
# How do I login to the computer?



**Username:** inst\StudentIDNumber  
**Password:** mmddyyy (Birthday)



# How do I login to the Portal?



All students and staff should now use the Portal to access applications.

<http://portal.scps.k12.fl.us/>

# How do I login with Skyward?

The screenshot shows a web browser window with a light blue background. At the top center is the Skyward logo, which consists of three curved lines above the word "SKYWARD" in a bold, sans-serif font. Below the logo, the text "Seminole School District" and "Student Production" is displayed. The main content area is a white box with a light grey border. It contains two input fields: "Login ID:" and "Password:". Below these fields is a "Sign In" button. Underneath the button is a link that says "Forgot your Login/Password?". In the bottom right corner of the white box, the version number "05.20.06.00.05" is visible. Below the white box, there is a "Login Area:" label followed by a dropdown menu currently set to "All Areas".

**Username:** StudentIDNumber

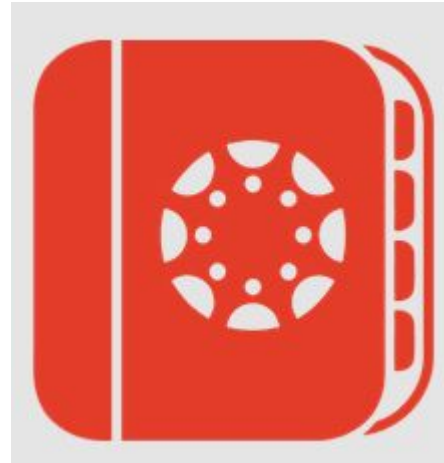
**Password:** MMDDYYYY (Birthday)

<https://skyward.scps.k12.fl.us>

# Where will my teachers post materials for my class?



All materials for Lake Howell classes can be found on Ecampus within in your courses, and under Modules. Most teachers will have a “Start” button to make navigation seamless.



# How do I use Ecampus?



Student [help guides](#) are available in English and [Spanish](#).

You may also download [PDF versions of the Ecampus Guides](#).



# How do I sign up for an Ecampus Parent Observer Account?



Visit [SCPS Digital resources](#). This link will take you to a subpage of the SCPS Website. Follow the directions to set up your account.

You may also visit the [Media Center Website](#) for directions.



# How do I check my email?



Visit the portal and click on the Office 365 icon.



You may also go directly to Outlook:  
<https://outlook.office.com/>

Student Email:  
StudentID@student.myscps.us

# How can I contact the Help Desk?



Monday – Thursday 7:30 AM –  
4:00 PM

[407.320.0350](tel:407.320.0350)

# How can I reset my network password?



## OPTION 1:

- Use the link to reset:  
<https://cpr.scps.k12.fl.us/external>
- Students and/or parents must have the student ID and an updated guardian email.

## OPTION 2:

- Contact the Help Desk Monday – Thursday 7:30 AM to 4:00 PM
- 407.320.0350

## OPTION 3

- Have your teacher call technical support or complete a reset in class.

# How do I reset my Skyward password?



## **OPTION 1**

You may email or call Registration or the Media Center to get a Skyward reset.

## **OPTION 2**

- Contact the Help Desk Monday – Thursday 7:30 AM to 4:00 PM
- 407.320.0350

# How do I access my teacher's Webex?



- **\*You MUST be logged in to your school Google account- studentID#@student.myscps.us**
- **Go to your teacher's eCampus page at the start of each class period.**
- **On the teacher's homepage, click the link for the WebEx room.**
- **Again, login to your school Google account.**
- **You may download the app or access through the web browser.**



# How do I ask my teacher a question on WebEx?



## Option 1: Chat box

- If the chat box is not already displayed, click the chat icon at the top or bottom of your screen.
- You can direct the question to Everyone or the teacher directly.



## Option 2

- Next to your name in the Participants panel on the left, you will see a little hand icon. Click the hand and your teacher will be notified that you have a question.
- Make sure your microphone is on!



# What if I can't hear my teacher on Webex?



In the event you cannot hear your teacher...

- Check the volume on your computer and your external speakers (if applicable). You can use hard-wired or Bluetooth headphones for better sound quality.
- Check with your teacher to see if you should be able to hear him. He might have his microphone turned off if students are doing independent work.
- Let your teacher know immediately if you are having technical issues either through the chat box, email, or eCampus messaging.

# Where can I stay up-to-date on Lake Howell Announcements?



- [LHHS Facebook Page](#).
- [Media Center Facebook Page](#) and [Website](#)
- [Lake Howell Website](#)
- [Lake Howell Twitter Page](#)
- Phone Announcements from Mr. Howard