Option #3 Directions for 6th through 12th Grade Students Opening Day

This informational document will assist our Option #3 6th through 12th grade students navigating through the opening day of school and beyond. Prior to the school day which begins at 7:55 a.m., students should complete the following steps:

1. Log onto your laptop device using the username and password:
   a. Username: student
   b. Password: student

2. If your HR-1st period class consists of one of the following content areas, please click on the “Microsoft Teams” icon that is located on your desktop.
   a. Mathematics or any Mathematics elective
   b. English Language Arts or any English Language Arts elective
   c. Science or any Science elective
   d. Social Studies or any Social Studies elective
   e. Spanish courses (Intro to Spanish; Spanish I, II, III, or IV)
   f. Driver’s Education

3. The image to “Microsoft Teams” which is on your desktop looks like the following:

4. Once clicking this icon, you will be asked for your email address. Please enter your district-issued username followed by @wcsdpa.org. An example of this would be the following: mineweasere@wcsdpa.org

5. You will then need to enter your school district password (which is different than your laptop device password.) This school district password did not change from the past year and a letter with this information was sent home this summer.
6. Once in “Microsoft Teams” a pop-up will appear for you to join your first period class team meeting.

7. Please refer to the WCSD Student Guide to Microsoft Teams which is located at the bottom of the district webpage at www.wcsdpa.org This guide will assist you while navigating and working within Microsoft Teams.

8. You will follow this same process during each period that you have one of the following content areas:

   a. Mathematics or any Mathematics elective
   b. English Language Arts or any English Language Arts elective
   c. Science or any Science elective
   d. Social Studies or any Social Studies elective
   e. Spanish courses (Intro to Spanish; Spanish I, II, III, or IV)
   f. Driver’s Education

9. If your HR-1st period class consists of one of the following content areas, please go to the district website at www.wcsdpa.org and toggle up to the top where it states “For Students.”

   a. Art
   b. Music
   c. Computer/Business
   d. Family Consumer Science (with exception of Sewing/Crafts and Fashion Merchandising)
   e. Health 9
   f. First Aid/CPR
   g. Outdoor Adventures
   h. Library courses such as Research and Study Skills

10. Once on the webpage, scroll down until you find Virtual Academy. Click on the Virtual Academy Login tab.

11. At the top right-hand corner you will be asked to enter in your username and password to the Virtual Academy.

12. Your username and password for the Virtual Academy would be the following:
   a. Username: School District username all lowercase: EXAMPLE: mineweasere
   b. Password: Student ID number followed by wcsd!: EXAMPLE: 49282wcsd!
13. Once in the Virtual Academy platform, you will go to the landing (home) page to view communication from your teachers. You will also be able to view your courses that will run through the Virtual Academy platform.

14. Your teachers will provide a meeting ID number, along with a link to access the live lesson. This process will be done for each course the student has within the Virtual Academy. Each teacher will have a specific meeting ID number that should be provided to the student.

15. The teacher meeting ID number will not change during the course of the school year. You will use that meeting ID number and link to access the live lesson.

16. The live lessons will be held in **ZOOM**.

17. You will follow this same process during each period that you have one of the following content areas:

   a. Art
   b. Music
   c. Computer/Business
   d. Family Consumer Science (with exception of Sewing/Crafts and Fashion Merchandising)
   e. Health 9
   f. First Aid/CPR
   g. Outdoor Adventures
   h. Library courses such as Research and Study Skills

18. Option #3 6-12th grade students will go through their daily schedule period-by-period each day using the information provided to you above. The school day begins at 7:55 a.m. until 3:14 p.m. Live lessons may not be the entire length of the class period but the processes list above is how you will be able to participate in each of your courses no matter if you are in the Microsoft Teams platform or the Virtual Academy platform.

19. A sample schedule would be as follows:

   a. HR-Pd 1 – English Language Arts 10 CP – Use Microsoft Teams
   b. 2nd Pd – Geometry Honors – Use Microsoft Teams
   c. 3rd Pd – Art II – Use Virtual Academy
   d. 4th Pd – Chemistry CP – Use Microsoft Teams
   e. 5th Pd – Senior High Band – Use Virtual Academy
   f. 6th Pd – P.E. 10 – Use Virtual Academy (this would be an Option #2 course)
   g. 7th Pd – U.S. History II CP – Use Microsoft Teams

If you have any additional questions or concerns, please contact your building principal for further assistance.
The Warren County School District does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs, activities or employment practices and provides equal access to the Boy Scouts and other designated youth groups. Inquiries may be directed to Mr. Gary Weber, Title IX/Section 504 Coordinator at 6820 Market Street, Russell, PA 16345 or (814) 723-6900.