

MCO BACK TO SCHOOL CHECKLIST

- ✓ **Account Setup:** Log in to Schoology accounts (parent/student) and set up Schoology notifications (see LMS handouts)
- ✓ **Student Orientation:** Complete the Intro to MCO course to orient yourself with the platform and understanding the MCO system
- ✓ **Technology Check:** Test internet connection, as well as any audio/visual equipment is working (ie: microphone, webcam, etc.)
- ✓ **Review the Handbook:** Review the MCO handbook to familiarize yourself with the school's policies and expectations
- ✓ **Review Course Resources:** Go over the course resources within each enrolled course to ensure you can access all materials
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- ✓ **Final Confirmation:** Review this checklist to ensure all tasks have been completed and reach out to mcaonline@mcamustangs.org with any questions.

