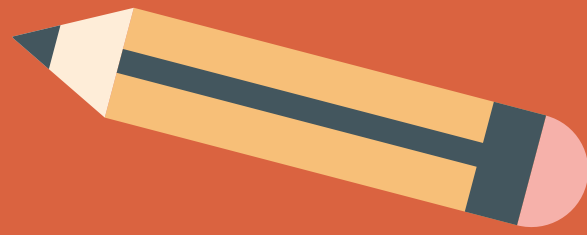


First Day of School Checklist

e3 LEARNING



IF YOU HAVEN'T, REGISTER/ ENROLL FOR SCHOOL

Find enrollment information and tutorials at www.okcps.org/backtoschool! OKCPS offers tutorials for [new families](#) and [returning families](#). Contact your school if you need assistance with enrollment!

MAKE SURE THE SCHOOL HAS YOUR CURRENT CONTACT INFORMATION

You can update or confirm your family's contact information through [Parent Portal](#). If you need help navigating Parent Portal, view [this tutorial](#) or contact your school for assistance!

IF YOU HAVE NOT BEEN CONTACTED BY SCHOOL'S e3 COORDINATOR, CONTACT YOUR SCHOOL

You can find your school's contact information and website by visiting www.okcps.org! Locate your school on our school drop down menu.

PICK UP YOUR STUDENT'S DEVICE

Device pick up is scheduled for Aug. 24 - Aug. 28 between 10 AM to 1 PM and 4 PM to 7 PM. More information can be found on the [empowerOKCPS webpage](#).

VIEW THE OKCPS e3 & DEVICE TUTORIALS

OKCPS offers tutorials for [navigating your Chromebook](#), [navigating your iPad](#), [installing iPad apps](#), and [logging in to Canvas](#). Additionally, OKCPS offers an [e3 Youtube playlist](#) for families. Remember, devices should be charged every night.

BEFORE THE 1ST DAY OF SCHOOL, LOG IN TO CANVAS USING THE CLEVER LINK ON YOUR STUDENT'S DEVICE

Follow this [Canvas tutorial](#) if you need assistance! Please note that instructional content will not appear until 12:00 PM on Sunday, August 30.

IDENTIFY YOUR MENTOR TEACHER'S OFFICE HOURS & CONTACT METHODS

If you haven't made contact with your student's teacher, contact the school.

VIEW SUPPLY LISTS AND SET UP A HOME LEARNING SPACE

View [supply lists](#) and [tips for setting up a home learning area](#) on the OKCPS website.

REVIEW OUR FALL MEAL PROGRAM INFORMATION

Plan for travel time to pick up meals between class time. Make sure to have your student ID information or proof of enrollment. Visit www.okcps.org and follow us on social media for updates about our Fall Meal Program!

REVIEW SCHOOL START TIMES

Find a list of start times and sample schedules [on the OKCPS website](#).

If you need help on Monday, please call your child's school for assistance.