

Accessing LaunchPad from a Home Computer

What is LaunchPad?

LaunchPad is the web based single sign on program that Scituate Public Schools uses to help students and families access files and programs easily within school and from home. LaunchPad can be accessed from any computer (PC or Mac), Chromebook, Tablet or Smartphone.

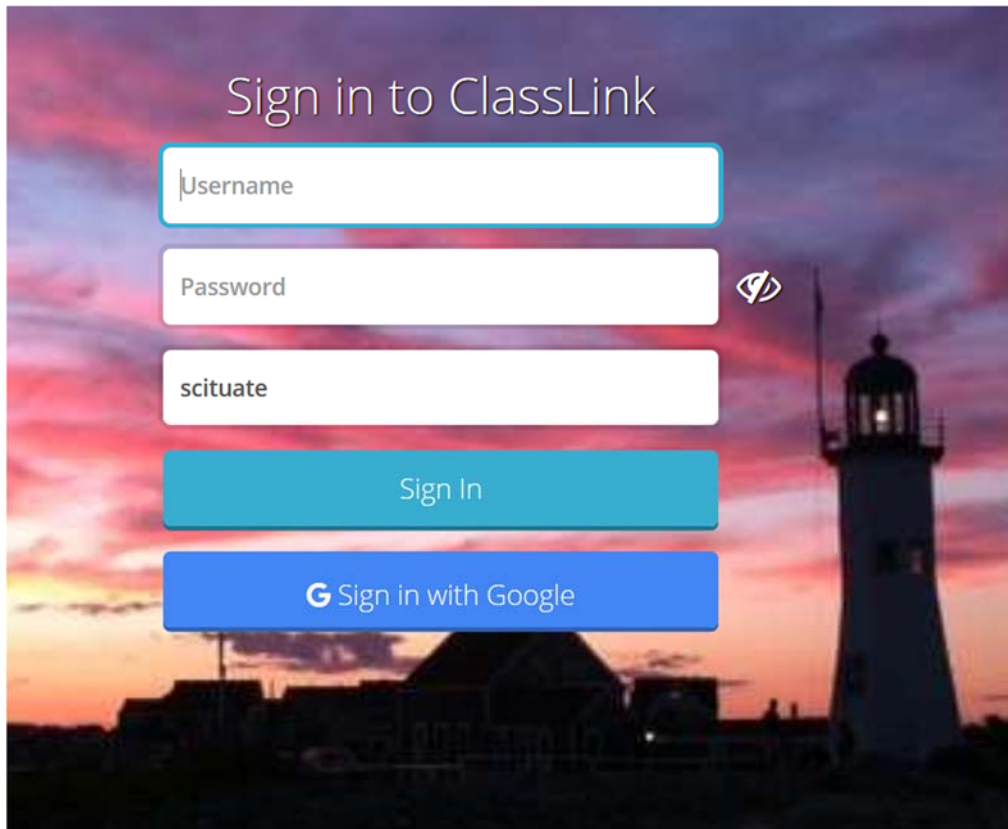
Scituate Public Schools recommends using the Chrome Web Browser or Mozilla Firefox for accessing LaunchPad. It is not recommended to use Safari or Internet Explorer.

If you do not have the Chrome browser or Mozilla Firefox on your computer please visit the links below to learn more and download.



How to access LaunchPad from Home:

1. In either the Chrome or Mozilla Firefox web browser go to the following website:
<https://LaunchPad.classlink.com/scituate>
2. When the LaunchPad website loads you will see the student log in screen. Students log in with their school issued credentials and that is determined by grade level. See the grade level log in information below.



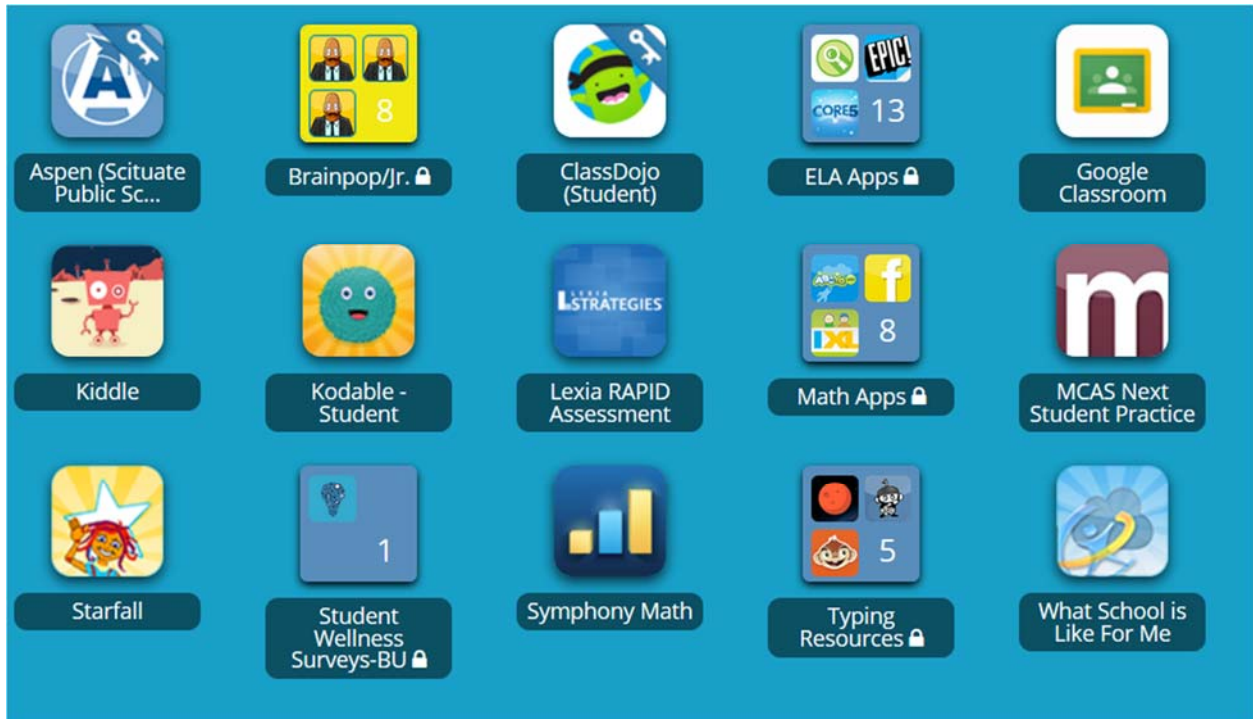
SPS Student Log In Credentials:

Kindergarten, grade 1 and grade 2 log in using their four digit food PIN code as their username and password.

Grade 3 logs in using their first name and last name (example: mickeymouse) and their four digit food PIN as their password.

Grade 4 and up sign in using their first name and last name (example: mickeymouse) and their chosen school password.

- Once you are logged into LaunchPad you will have access to a variety of school related apps for students to access by clicking directly on the app icons.



- One of the many great features and reasons why SPS uses LaunchPad is for its Single Sign On capabilities, also known as SSO. Single sign on allows LaunchPad to save your username and passwords for the special LaunchPad apps called SSO apps. An SSO app will have a key on its logo in the upper right corner of the app.

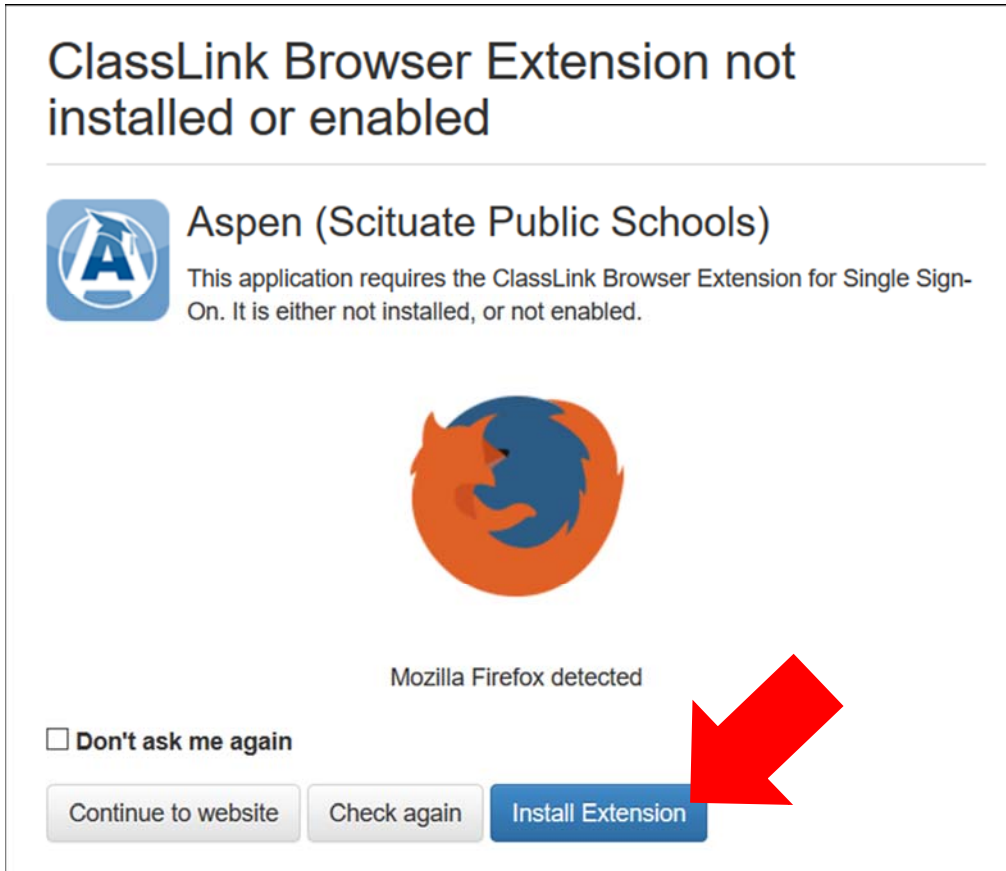


If an app in LaunchPad does not have a key on the app then it does not have the single sign on capabilities which means that a username and password may need to be typed in manually in order to access the resources through that particular app.

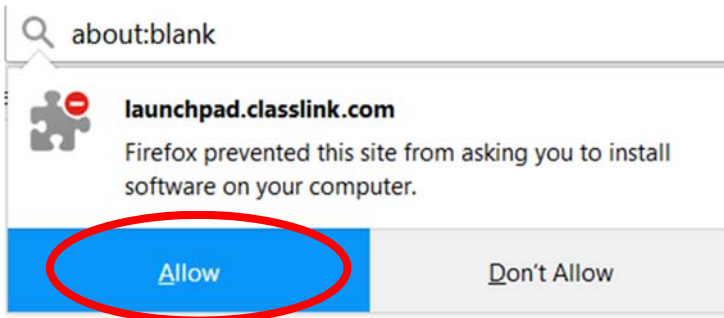
- To avoid the pop up messages and when accessing a single sign on link you need to install the OneClick extension in your Chrome browser, Mozilla Firefox browser or both browsers

depending on if you use one or both browsers at times. The installation of the OneClick extension is a one-time install and will remain installed in your browser until you remove it.

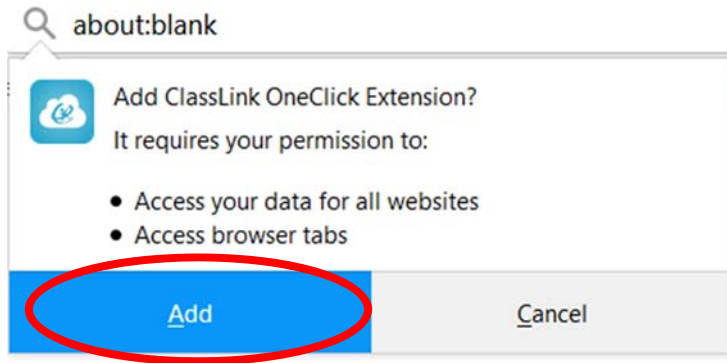
6. To start the OneClick install process, select an app with the key on it and click on the app. The app will start to open and you will be directed to a screen like the one below. Click on the **Install Extension** button to start the install process.



7. You will then be asked if you would like to Allow or Not Allow the OneClick extension from being installed. You want to select Allow.



8. By clicking **Allow** the extension will start to install and then you just have to Allow the completion of the extension for a second time.



9. When the OneClick extension has successfully installed a message will pop up letting you know and the OneClick extension icon will now appear in the upper right hand corner of your web browser.



If you have any questions or log on issues that are not covered in this handout please feel free to contact Jacqui Frongello, Technology Integration Specialist, at jfrongello@scit.org or Sue Egan, Tech Support, at segan@scit.org for further tech assistance.