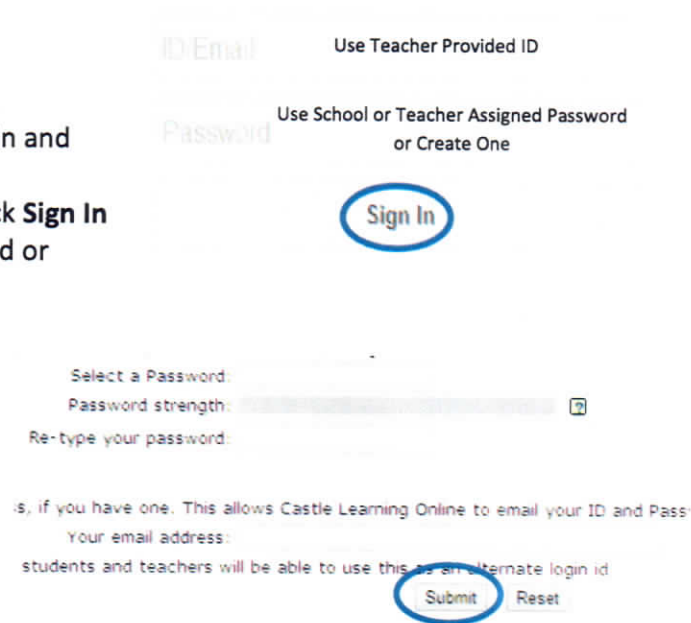


LOG INTO YOUR STUDENT ACCOUNT:

1. Go to www.castlelearning.com
2. Click **Sign In**
3. Type your teacher provided ID in the **ID/Email** field.
NOTE: Email cannot be used until you have logged in and set up your profile with your email address.
4. Type your password into the **Password** field and click **Sign In**
NOTE: Use your school or teacher assigned password or leave it blank if not provided.

You will need to **Re-type Your Password** the first time in to set your own password.

5. Type in **Your Email Address** if you have one.
6. Click **Submit**



The screenshot shows the login interface. It has two input fields: 'ID/Email' and 'Password'. The 'ID/Email' field has a dropdown menu with 'Use Teacher Provided ID' selected. The 'Password' field has a dropdown menu with 'Use School or Teacher Assigned Password or Create One' selected. Below these fields is a 'Sign In' button circled in blue. Below the 'Sign In' button are fields for 'Select a Password:', 'Password strength:', and 'Re-type your password:'. At the bottom, there is a checkbox for 'Remember me, if you have one. This allows Castle Learning Online to email your ID and Password to you, if you have one.' and a 'Your email address:' field. Below these is a 'Submit' button circled in blue and a 'Reset' button.

INCOMPLETE ASSIGNMENTS:

Assigned From Teacher

1. Click on **Incomplete Assignments**
2. Click on the **teacher's name**



Incomplete Assignments: 364

Created From Self Study

3. Click on **Incomplete Assignments**
4. Click on **Self Study**

NOTE: Incomplete assignments can be sorted by clicking on any of the following options in the upper right.

Assigned on **Name** **Due** **More** (more options)

The last sort you selected will remain your sort as the default until you choose another sort option.

COMPLETED ASSIGNMENTS:

Assigned From Teacher

1. Click on **Completed Assignments**
2. Click on the **teacher's name**

Created From Self Study

3. Click on **Completed Assignments**
4. Click on **Self Study**

NOTE: Incomplete assignments can be sorted by clicking on any of the following options in the upper right.

Assigned on **Name** **Due** **More** (more options)

The last sort you selected will remain your sort as the default until you choose another sort option.

CREATE YOUR OWN ASSIGNMENTS – SELF STUDY:

Rocket Mode (by Grade/Topic)

1. Click on **Self Study**
2. Choose **Course**; Choose **Grade**; Click on + next to the **Topic**; Choose **Subtopic** to start the assignment

NYS Regents Exams

1. Click on **Self Study**
2. Scroll down and click on the **Regents Exams** icon
3. Choose the content (Math, Science, Social Studies, English Language Arts, Spanish, French)
4. Click on the course
5. Click on the exam to start the Regents review



Expert Mode (State Samples, Vocabulary, Flash Cards, Math Skills)

1. Click on **Self Study**
2. Above the course, click on **Rocket Mode** and change to **Expert Mode**
3. Choose **Course**
4. Choose **Grade Level** (after selecting a grade group, click on x in upper left corner of that box to get out of selection panel)
5. Choose from the following options:



Topics

Sample Assignments (State/Regents Exams/Samples-Use search bar)

Reading Sets (Use ELA, Spanish, French)

Lessons (Use Middle School ELA)

Vocabulary

Flash Cards

Math Skills (Use Elementary and Middle School Math)



Great review for all grade levels

REPORTS:

1. Click on **Reports**
2. Choose **Completed Assignments, Self Study Assignments, or Math Skills**
3. Use the 3 dots next to "**for additional options**" to sort
OR
Use the Search bar to look for an assignment
4. Click on the assignment to create the report

Assignments from your teacher

Completed Assignments

Self Study

Self Study Assignments

Math Skills



Look for the ? icon throughout the student pages to get mini tutorials of that screen's features.