

STUDENT NAME: «STUDENT_NAME»

USERNAME: «USERNAME»

Welcome Back!



AC FLORA
HIGH SCHOOL
Honor. Citizenship. Achievement.

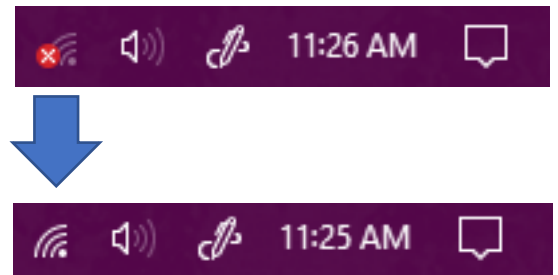
Let's make sure you are ready to use your computer. Follow these steps closely, and if you run into issues, let us know!

1 Log in to your computer!

- Remember, your username (also listed at the top right hand corner of this page) is 3 letters of your first name ' ' 3 letters of your last name, then 4 numbers. **Ex: jon.smi1234** (no @r1student.com to log into your computer, only for your email)
- Your password has been **reset** and will be: **R1student**
- Now you must **change your password**, be sure to include both numbers, letters, and a special character (!,@,#...) and make sure to remember your password!

2 Test your internet connection!

- Click on any **browser** (Chrome, Edge...) and make sure you can access the **internet**.
- If not, take a look at the bottom right and make sure you see the white Wifi symbol, if it's greyed out, then click and try to connect to **RCSD1** network



3 Find your email!

- Your browser homepage should be Richlandone.org. If not go there! Scroll down and find the district email link on the **left**.

Home About Us Schools Departments School Board Resource Center Employment #restartstrong Contact Us

Site Shortcuts

- New Student Registration
- PowerSchool Parent Portal
- Nutrition Services Survey
- State Accountability Student Engagement Survey (SCASES)
- Child Find
- District Email**

Richland One to Extend Children's Summer Meal Program In Response to School Start Date Change
[Learn More](#)

Richland One Encouraging Virtual Registration for Pre-Kindergarten due to COVID-19
[Learn More](#)

Richland One Enrolling for 2020-2021 Kindergarten Programs
[Learn More](#)

Three Dreher Students Win National Merit Scholarships
[Learn More](#)

A.C. Flora 2020 Graduate Wins National Merit Scholarship

- Log in to your email: **Username ex: Jon.smi1234@r1student.org Password *Same as Computer***

STUDENT NAME: «STUDENT_NAME»

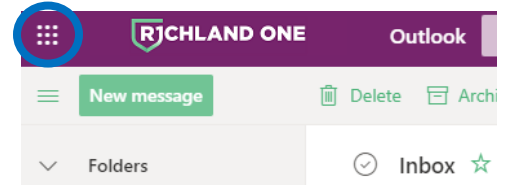
USERNAME: «USERNAME»

4

Find Microsoft Teams!

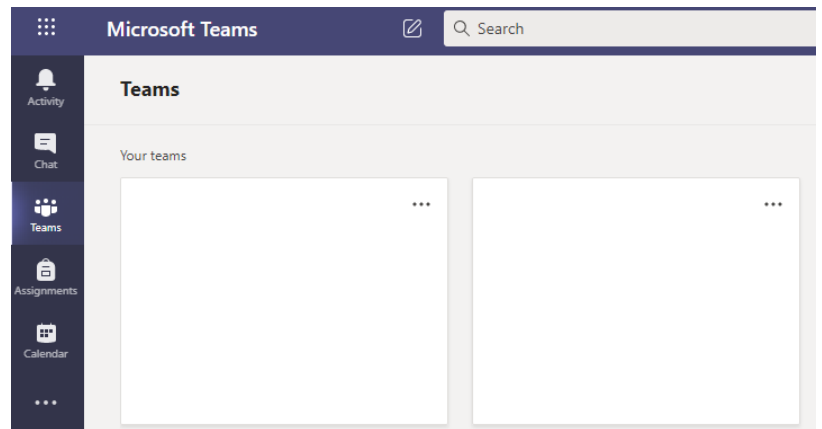
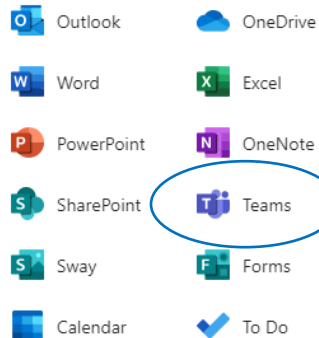
All classes will be accessed through Teams, so make sure you get comfortable with it!

- From your email, click on the grid menu in the top left.
- Find Teams and make sure you can open it like below!



Office 365

Apps



5

QUESTIONS



We know questions come up! Head over to the [A.C. Flora Website](#) and find the **Technology Tab** for helpful videos and links!

- Computer issues → Contact the **district's Help Desk at (803) 231-7464**
- Need your **password reset** → Please contact your teachers, counselors, or media specialist for help. Please note you will need to be on campus to reset your password.
- Check out the Technology Tab on the school's web site for ongoing updates and tech tips. We will be adding to this tab throughout the year!