

Student Technology Overview

Parents must first grant their students permission for using technology on the district's network, which is done through the Parent Portal. Once that is complete, students will be able to access their email, log into the Student Portal and access their account on Google Classroom.

Here is an overview of the basics:

Email

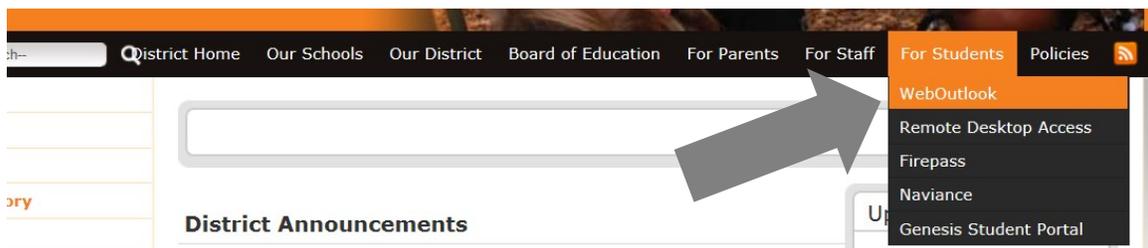
Email is an important communication tool for students. They are emailed the morning announcements daily before the start of school.

Q: What is my email address?

A: Email addresses and network passwords are given to each student at the beginning of the year. *The email address and password will never change.*

Q: How do I access my email account from home?

A: Easy! To access your email from anywhere go to the district's webpage: www.tenaflly.nj.us
Click on: *Students—WebOutlook*



Here you will get the login screen for your email. Type in your **username** and **password** using numbers and lowercase letters.

Examples

Email: 22gWASHINGTON@tenaflly.k12.nj.us

Username: 22gWASHINGTON

Network Password: 12a345tps

Q: What if I forget my password or email address?

A: Ask a teacher or a secretary to look up your information.

Q: Where can I find the district's policy on Technology usage?

A: This can be found on the district's webpage under "Policies." Click on *Programs*, then click on the link to policy number 2361 *Acceptable Use of Computer Networks/Computers and Resources*.



Genesis Student Portal

Students have their own Genesis Student Portal account where they can access their grades. Students should never log into their parent's Genesis Account.

Q: How do I access the student portal?

A: To link to Genesis Student Portal from any computer go to the district's webpage: www.tenaflly.nj.us
Click on: *Students—Genesis Student Portal*

Q: What is my user name and password? What if I forget my password?

A: Your username is your Tenaflly email address. Your password is emailed along with log-in instructions at the beginning of year. If you forget your password, use the "Forgot Password" feature on the site and a temporary password will be emailed to you.