

St. Rita High School Technology Guide

Connecting to the St. Rita High School Network

- Select **Settings** on the iPad Home Page
- Select **Wi-Fi**
- Select **SRHS-STUDENT**
- Type: **claremont1990**

Setting up St. Rita Email

All students have a St. Rita email account. We use Google GSuite for Education as our email provider, so all accounts are Gmail accounts that are accessible through the Google website.

- To activate your student email account go to **www.google.com**
- Click on **"Gmail"** in the upper right hand side of the webpage
- Click on **"Sign In"**
- Enter your email address.
Email addresses are as follows: formal firstname.lastname two digit graduation year@stritahs.com with no spaces. Grad Years: Senior - 20, Junior - 21, Sophomore - 22, Freshman - 23
- (ex. freshman Pat Smith would be patrick.smith23@stritahs.com)
- Enter password: The temporary password for all freshman email accounts is **mustang23**
- Follow the online prompts to create a new password and complete setting up the new account.

Setting up St. Rita Email on the iPad

- Select the **"Mail"** icon on the Home Page
- Select **"Google"**
- In the corresponding fields type your full name, St. Rita email address, and password
- Select **"Next"**
- Select **"Save"**

Accessing PlusPortals

PlusPortals is an online system that allows parents and students to view grades and assignments from their classes and to keep in contact with teachers. PlusPortals account setup information for students has been sent to their St. Rita email and an email will be sent to the email parents provided the school to setup the parent account. Once the accounts are setup, PlusPortals can be accessed by following the steps below.

- Go to **www.stritahs.com**
- On the bottom of the homepage click on the **PlusPortals** link
- Enter the username and password you created when you setup the account
- For more information about using PlusPortals click **Help** on the main page of your portal.

For questions or help please contact Mr. Paul Harrington: pharrington@stritahs.com 773-925-6600 ext 6675