

# THE THOMPSON TIMES

*Welcome to Thompson Middle School*



IN THIS ISSUE

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**WELCOME LETTER  
FROM MRS. CODY**

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**MEET YOUR ADMIN AND  
COUNSELORS**

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**GETTING STARTED AND  
TROUBLESHOOTING**

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## **Welcome to Thompson Middle School**

Welcome to the 2020 - 2021 school year. We are so excited for the return of our students and to welcome our new Timberwolves. As you all log in this week and start this school year, remember you have people in your corner here to help you have an incredible year. In your virtual space and on campus... **YOU BELONG!**

THOMPSON MIDDLE SCHOOL

# PRINCIPAL'S WELCOME

*2020 - 2021 school year*

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## GREETINGS,

We welcome you to the 2020-2021 school year! Whether you are new or returning, we are thrilled that you will be with us. Below you will find some information that will hopefully help with a smooth transition into a new school year.

## FIRST DAY OF SCHOOL

**First Day of School:** School begins on Friday, August 14th at 8:30am (7:55am if you have a 0 period). You can find the schedule for this Friday [HERE](#). Students will begin their first day of school by navigating to our [school website](#) and clicking on the icon/picture that says, **START HERE: Virtual Learning** (live Friday morning). This will take them to directions for how to access their courses and meet their teacher on the first day.

## **HOW TO PREPARE FOR VIRTUAL LEARNING**

There are many things that can be done this week to prepare for Virtual Learning. 1) Familiarize yourself with Canvas and complete the Canvas Student Bootcamp Course 2) Follow these steps for How to Prepare For the First Day 3) Set up your workspace area and make sure your device is charged 4) Take a look through your TMS student planner to familiarize yourself with the layout and 5) Get plenty of sleep this week.

## **SCHEDULE PICK UP/ SCHEDULE CHANGES**

If you were unable to attend Schedule Pick-up last week, we are having a Make-up day tomorrow, Tuesday, August 11th from 8am-11am. If you are unable to make this pick-up time, you will need to reach out to our school receptionist, Michelle Pincus, to schedule an appointment. Her contact information is [mpincus@murrieta.k12.ca.us](mailto:mpincus@murrieta.k12.ca.us) or 951-696-1410 ext. 0. Schedule change requests are being reviewed. Please understand that due to program impaction, we may not always be able to accommodate the request. This is especially true with regards to our elective classes.

## **SCHOOL COMMUNICATION**

Our goal is that you are always informed of important events and activities that occur throughout the year. To help in this regard, we utilize a number of communication platforms including: our school website, Thompson Middle School Facebook page, and AERIES communication via phone, text, and email. If you are not receiving our communication, please contact Students Services at 696-1410 ext. 4596. See below for a resource on how you can make sure you are connected and receiving our communication.

## **EQUITY AT THOMPSON**

It is important to re-emphasize our school's commitment to equity, inclusion, access, and justice. Parents and students, we implore you to seize opportunities to get involved and be part of the conversation. We continue to listen and learn and work towards constantly improving our school through dialogue and education.

## **HOUSE SYSTEM**

We are so excited to be continuing our House System this school year! Will Indarra be able to defend their win last year?? We shall see! Students will be able to earn points for their house during Virtual Learning. We will send out more information on this soon. In the meantime, download the 5 Star Student App using the instructions below.

## **STUDENT PLANNERS**

Each student received a TMS planner. We believe this organizational tool is an integral part of student success and our expectation is that students utilize it daily. If students misplace their planners, they may order another through our bookkeeper and pay a small fee to replace it. Parents, please check your student's planner frequently to ensure that they are using it and completing their assigned homework and projects.

## **TECHNOLOGY SUPPORT**

We will have a team standing by to answer any technology questions you may have. If you are having trouble logging in, need a device, or have other general technology questions. Please give us a call at 951-696-1410.

## **FOLLOW US**

**Facebook**

**<https://www.facebook.com/thompsonmiddleschool/>**

**and the School Website**

**(<https://www.murrieta.k12.ca.us/thompson>) for up to date information. Below, you will find several helpful resources to help prepare you for virtual learning.**

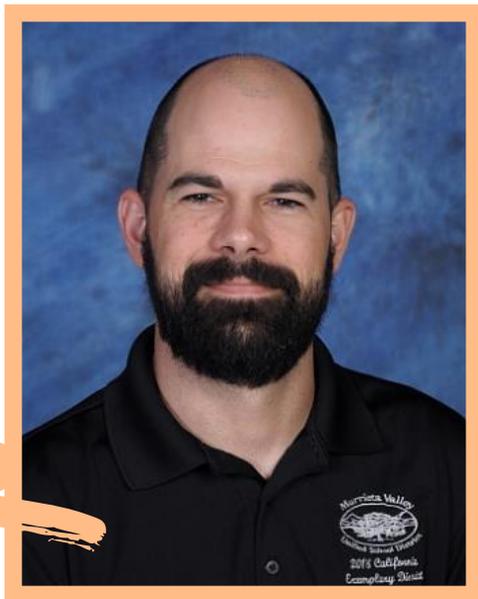
**We are looking forward to a fantastic school year!**

# Meet Our Admin

THOMPSON MIDDLE SCHOOL

**MRS. CODY**

*Principal*



**MR. NORTON**

*Assistant Principal*

**MR. CHAMBERS**

*Assistant Principal*

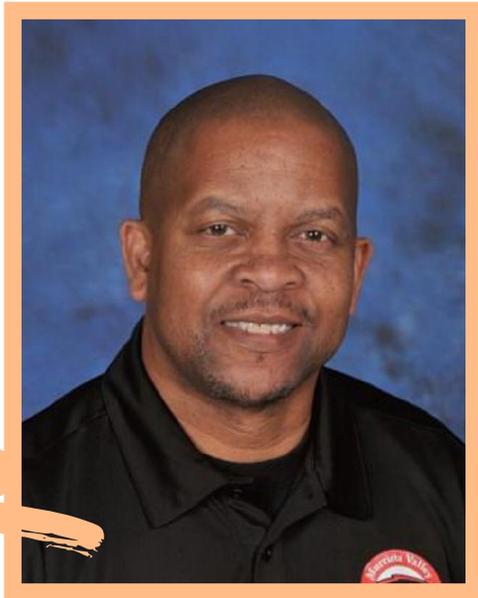
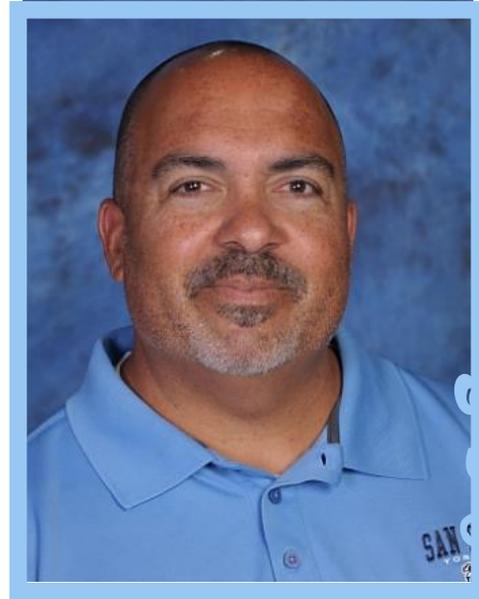


# Meet Our Counselors

THOMPSON MIDDLE SCHOOL

## MR. FRAVEL

*6th Grade Counselor*



## MR. ANDERSON

*7th Grade Counselor*



## MS. ZANARTU

*8th Grade Counselor*

# HELPFUL HANDOUTS

Refer to these documents throughout Virtual Learning to assist you in troubleshooting

## Murrieta Valley USD STEP BY STEP GUIDE STUDENT LOG-IN TO CANVAS

### Steps to take:

### What it looks like:

1. Visit your student's school website and click on any of the Canvas areas marked in red to the left. These are located under:
  - 'Students'
  - The homepage graphic picture (this rotates) OR
  - Canvas logo on the global icons

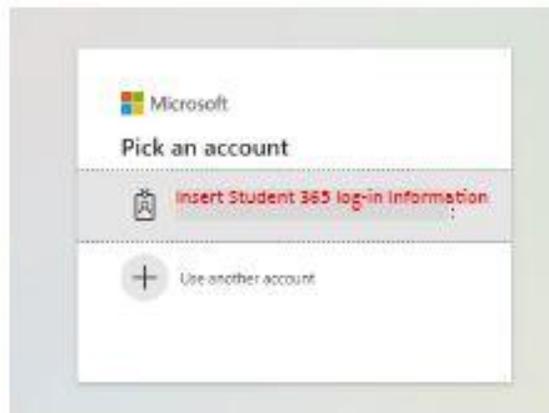


2. This will take you to MVUSD's 365 account student log-in page. Enter:
 

User: Student 9-digit ID@mvusd.org

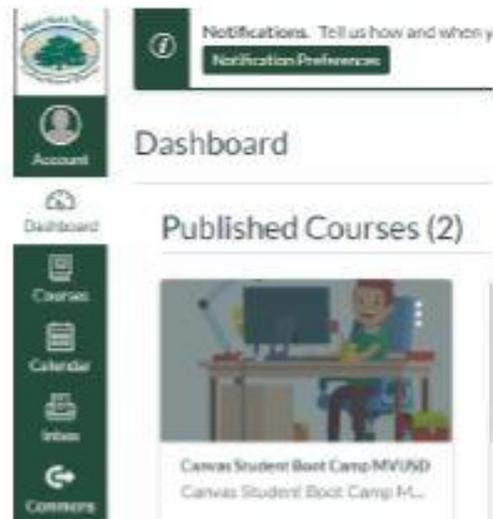
PW: Mvusd {Student bday monthdate}!

*For Example: A student whose birthday is on January 30 would have the following password: Mvusd0130!*



3. This will take you to the student dashboard. You will be prompted to take the published course:

*Canvas Student Boot Camp*



## Murrieta Valley USD STEP BY STEP GUIDE STUDENT LOG-IN TO CANVAS

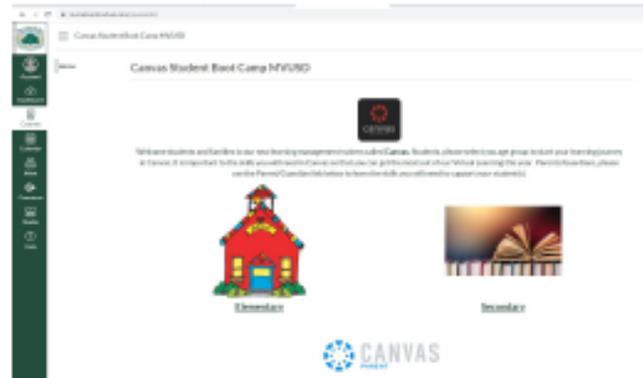
### Steps to take:

### What it looks like:

- 4.** When you click on the Student Boot Camp, you will be taken to the Boot Camp screen. Please select appropriate grade level course for your student:

*Elementary*

*Secondary (6-12)*

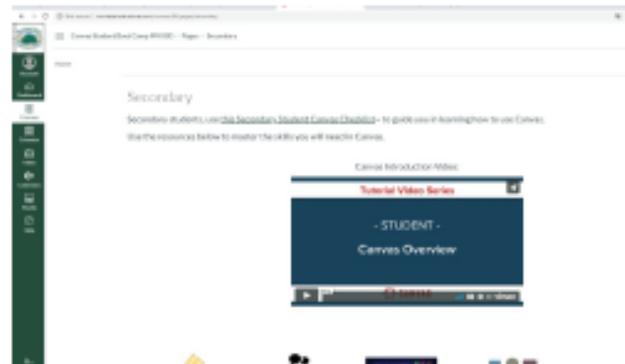


- 5.** If you are an elementary family the picture displayed shows the mini videos available for you and your student to watch. Click on 'Introduction' to begin the videos.

This will help your elementary student understand how to use Canvas on the first day of school and each day thereafter.



- 6.** If you are a secondary (6th-12th) family the picture displayed shows the mini videos available for you and your student to watch. Click on 'Student Overview' to begin. There are a total of 8 videos for secondary students. Finishing the Boot Camp will help your student use Canvas on the first day of school and each day thereafter.



# How to Prepare for the First Day of School

In order to prepare for the first day of school, here is a list of some things you can do to be ready for the new school year!



## Step 1: Bookmark Canvas on your web browser

1. Open your **Google Chrome** web browser
2. Go to **murrieta.instructure.com**
3. Click **the star** on the right edge of the address bar.
4. A pop-up box will appear where you can customize the bookmark. Name your bookmark **"Canvas"**
5. Click **"Folder"** to add your bookmark to your Bookmark Bar for easy access.
6. Click **"Done"**



## Step 2: Log in to Canvas

### How to log in to Canvas:

1. Go to <https://murrieta.instructure.com/>
2. Use your school 9-digit email to log in:  
**Username:** 9digit@mvusd.org  
**Password:** Mvusdbirthdmonthbirthdate!  
*For example if your student was born on November 7th the password be: Mvusd1107!*

- You will have a Canvas Essentials Course- click to view some canvas features- take special attention to how you can customize your course- like the video [HERE](#): Link
- You will also see some or all of your classes. Jump in! Click around.
- There may even be hidden links. These can appear to be tricky, however, if you take your mouse and slowly go over each picture it will change from an arrow to a hand. If your mouse becomes a hand- this means you can click!

## Step 3: Update your Canvas profile with a picture!

### How to update your Canvas profile picture:

1. Log in to your Canvas account <https://murrieta.instructure.com/> Here
2. Click **Account**
3. Click **Settings** 
4. Click on the blank avatar
5. Click **Upload a Picture** to upload a photo from your computer or click **Take a Picture** to take a photo using your webcam
6. Follow the directions on your computer to upload your picture
7. Click **Save**

Need more help? Click [Here](#)

### Things to know!

- Your profile picture should be a photo of you
- Your profile picture should be professional
- Your profile picture should not have any distractions or inappropriate images.



**HOW TO PICK A PERFECT PROFESSIONAL PHOTO**

- **Pick the right photographer**
  - ✓ Professional photographer
  - ✓ Family or friend
- **Take a selfie**
  - If you do not have a camera to take your photo
- **Dress professionally**
- **Be consistent**
  - Use the same photo for all your professional and social networking profile pictures.

Tips on how to pick a perfect professional photo for your Canvas Profile

# First Day Virtual Schedule

## FIRST DAY OF SCHOOL SCHEDULE

TIME	PERIOD
7:55 AM - 8:25 AM	ZERO PERIOD
8:30 AM - 9:00 AM	PERIOD 1
9:05 AM - 9:35 AM	PERIOD 2
9:35 AM - 9:45 AM	BREAK
9:45 AM - 10:15 AM	PERIOD 3
10:20 AM - 10:50 AM	PERIOD 4
10:55 AM - 11:25 AM	PERIOD 5
11:30 AM - 12:00 PM	PERIOD 6

\*There will be no office hours held on  
Friday 8.14.2020

# Virtual Schedule

## MIDDLE SCHOOL STUDENT DAILY SCHEDULE

All middle school schedules follow the same times and days.

Daily live instruction will be held in the mornings.

Afternoons are reserved for independent work, small group sessions, individual student interventions and teacher virtual office hours

Mondays are 'Early Release Days'

**\*\*Only applies to 0 period students**



### MONDAY SCHEDULE

Time	Monday
7:55 am-8:25 am	Period 0**
8:30 am-9:00 am	Period 1
9:05 am-9:35 am	Period 2
9:35 am-9:45 am	Break
9:45 am-10:15 am	Period 3
10:20 am-10:50 am	Period 4
10:55 am-11:25 am	Period 5
11:30 am-12:00 pm	Period 6
12:00 pm-12:35 pm	Lunch
12:35 pm-2:15 pm	Independent work, small groups, virtual office hours

### TUESDAY – FRIDAY SCHEDULES

Time	Tuesday	Wednesday	Thursday	Friday
7:55 am -8:25 am	Period 0**	Period 0**	Period 0**	Period 0**
8:30 am -9:30 am	Period 1	Period 2	Period 1	Period 2
9:35 am -10:35 am	Period 3	Period 4	Period 3	Period 4
10:35 am -10:45 am	Break	Break	Break	Break
10:45 am -11:45 am	Period 5	Period 6	Period 5	Period 6
11:45 am -12:20 pm	Lunch	Lunch	Lunch	Lunch
12:20 pm -2:45 pm	Independent work, groups, office hours			

#### NEED HELP?

Check your CANVAS page

Email your teachers

Drop into your teacher's virtual office hours

**#IChooseMurrietaValleyUSD**

# Aeries Communication

## AERIES COMMUNICATION

# ARE WE CONNECTED?

Have you received Thompson's emails this year? This school year more than ever before, vital information will be distributed through Aeries Communication

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## YOU MAY NEED TO UPDATE YOUR AERIES COMMUNICATION PREFERENCES

Here's how to make changes to your account



Start at Thompson's website:

<https://www.murrieta.k12.ca.us/thompson>



Select the A+ icon from the blue menu bar



Log into your Aeries parent account and look for the Aeries Communication Preferences box in the upper left hand corner



Ensure **General and Emergency Announcements** is selected. This will ensure all message types are being delivered

**FOR FURTHER ASSISTANCE EMAIL [AMATKINS@MURRIETA.K12.CA.US](mailto:AMATKINS@MURRIETA.K12.CA.US)**

# Aeries Communication

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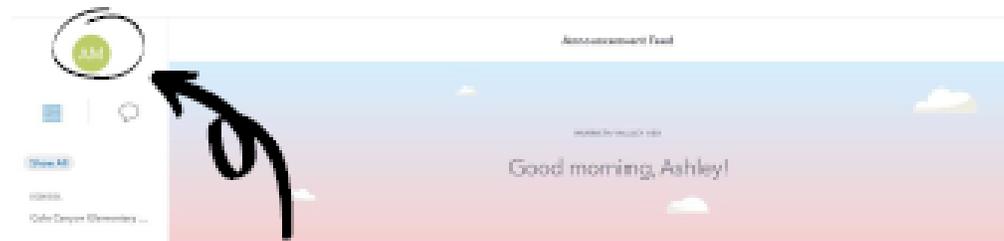
# Aeries Communication

## THE SPECIFICS

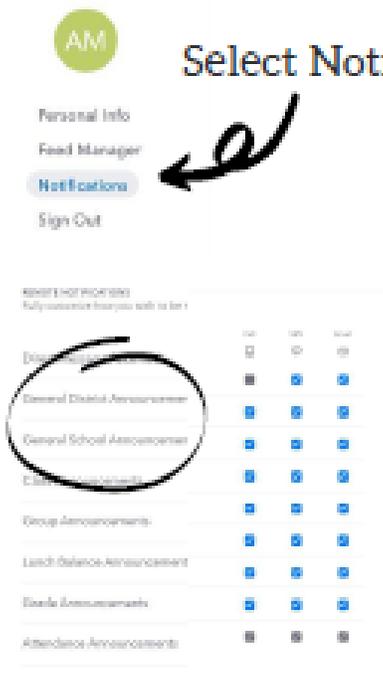
Once logged into your Aeries parent account select the Communications tab on the top menu bar.



The Announcement feed will appear. Here you can see all previous messages sent by the school site as well as the district



To ensure all messages are being received on all platforms, select the initials/account icon in the upper right hand corner



Select Notifications from the left hand menu

Verify that all boxes are checked for the General and District Announcements.

## OPTIMIZING OFFICE 365 FOR VIRTUAL LEARNING



**These three apps will be your most prized resources through virtual learning**

- This is your virtual backpack/ binder
- Store Documents
- Upload Assignments
- Create Folders
- Share Work
- Save Work
- Access Documents from afar

- This is your meeting space
- Live Instruction Platform
- Communicate with classmates
- View different class groups

- Check emails
- This should be the email used to communicate with teachers
- Edit Calendar
- Add reminders
- Add due dates

**Each app has unique features and capabilities. Make sure you are best utilizing each one to make your day more efficient**

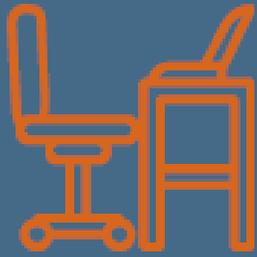


### DID YOU FORGET YOUR PASSWORD?

**CONTACT**

**AMATKINS@MURRIETA.K12.CA.US**

# Multiple Office Accounts



When logging out, students must log out of OneDrive every time

**DO YOU HAVE MULTIPLE OFFICE 365 ACCOUNTS?**

The Office 365 logo, featuring a red cloud shape with the text "Office 365" in white.

Office 365

**OFFICE 365 STAYS LOGGED ON IN THE BACKGROUND OF DEVICES**

**LOGGING OUT OF OUTLOOK OR OTHER APPS ALONE WILL CAUSE FRUSTRATION FOR OTHER USES.**

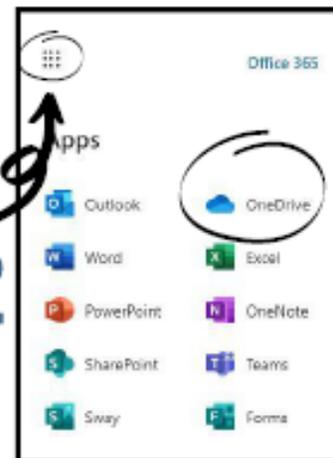
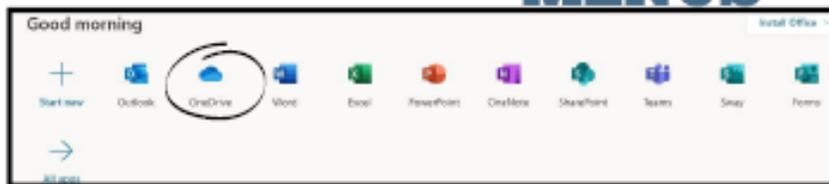


FOR MORE INFORMATION, CONTACT ASHLEY AT  
AMATKINS@MURRIETA.K12.CA.US

# Properly Logging Out

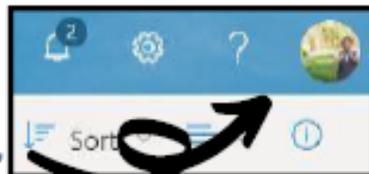
## STEPS TO PROPERLY LOG OUT

### 1. SELECT ONE DRIVE FROM ONE OF THE MENUS



### APPS CAN ALWAYS BE ACCESSED FROM THE UPPER LEFT ICON OF OFFICE 365 SQUARES

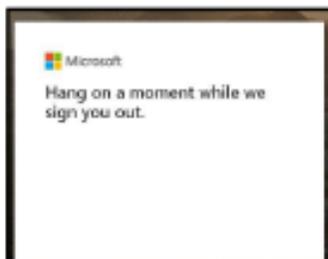
### 2. CLICK ON THE USER ICON/ AVATAR



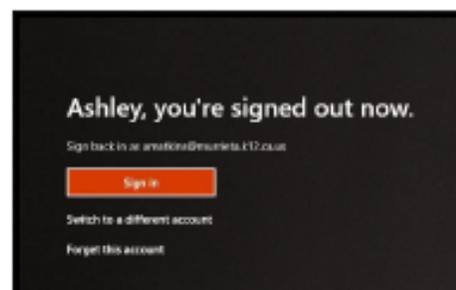
### 3. SELECT SIGN OUT



### 4. DO NOT CLOSE BROWSER



### 5. YOU ARE NOW SIGNED OUT AND MAY CLOSE THE BROWSER.



# 5 Star Student App

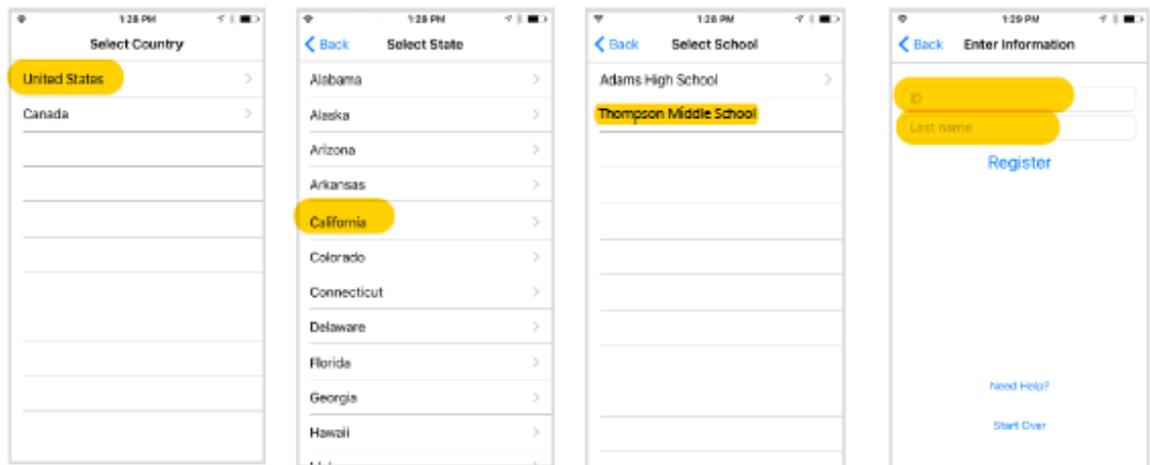


In the app stores, search for “5 star students” to quickly locate the app

<https://itunes.apple.com/us/app/5-star-students/id606076034?ls=1&mt=8>

<https://play.google.com/store/apps/details?id=com.fivestarstudents.app&hl=en>

Once installed, the user must locate their school and register.



STUDENTS WILL NEED THEIR

9 DIGIT ID AND LAST NAME

TO LOG ON

Tapping the *Activities* icon will display a list of activity participation for the registered user. Participation in activities during previous years will also be listed, if available.

Tapping the *Events* icon will display the list of events attended by the registered user. Event attendance during previous years will also be listed, if available.

# Aeries Student Portal

## Aeries Student Portal

How to create a new account or reset a password

**Go to the Thompson Homepage**

<https://www.murrieta.k12.ca.us/thompson>

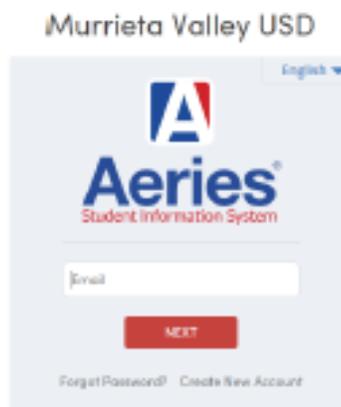
**Click on the Aeries Icon on icon bar across the top of the page**



**Aeries Shortcut**



**Once you reach this screen, decide whether you need to create an account or reset the password.**



- if you need to create an account, select the option on the bottom right
- if you forgot your password, but have accessed your own Aeries account previously, select the option on the bottom left.

**Students will need to use their [9digitID@mvusd.org](mailto:9digitID@mvusd.org) mail for Aeries Portal creation**

**If student selects RESET PASSWORD**

- Students must then access their Microsoft 365 account to access reset link

**If student selects CREATE NEW ACCOUNT**

- Students will follow prompts, including accessing Microsoft 365 for verification link

**STUDENTS WHO ARE LOGGING IN FOR THE FIRST TIME**

Must receive Verification Code and Primary Phone Number from Student Services.

# Aeries Parent Portal

## Aeries Parent Portal

### How to create a new account or reset a password

**Go to the Thompson Homepage**

<https://www.murrieta.k12.ca.us/thompson>

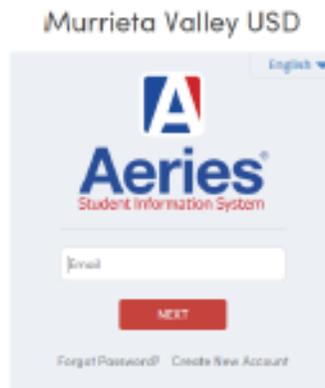
**Click on the Aeries Icon on icon bar across the top of the page**



**Aeries Shortcut**



**Once you reach this screen, decide whether you need to create an account or reset the password.**



- if you need to create an account, select the option on the bottom right
- if you forgot your password, but have accessed your own Aeries account previously, select the option on the bottom left.

**Parents will need to use their [email that is listed with in Aeries](#) for Aeries Portal creation**

**If you select RESET PASSWORD**

- Parent must then access their email account to access reset link

**If parent selects CREATE NEW ACCOUNT**

- Parent will follow prompts, including accessing their personal email account for verification link

**PARENTS WHO ARE LOGGING IN FOR THE FIRST TIME**

May need Verification Code and Primary Phone Number from Student Services.

Contact [amatkins@murrieta.k12.ca.us](mailto:amatkins@murrieta.k12.ca.us) for this information