IMS DEPARTMENT ANNOUCEMENTS

Microsoft Teams Resources

- Activate Microsoft Teams Information for the 2021-2022 School Year
- Archive, Restore, or Delete Microsoft Teams Information for 2021-2022
- View and Download Meeting Attendance Reports in Teams
- Simplified Class Team Navigation for Teams for Education
- Microsoft Team Meeting Records Move from Stream to OneDrive/SharePoint

2021-2022 Adobe Licenses

It is time to gather information from schools and departments interested in ordering the Adobe Creative Cloud Solution for use during the 2021-2022 school year. The Adobe licenses will be available during the first weeks of August 2021 and good throughout the school year.

The subscription model is the same as last year, User-Based. Adobe Acrobat and Device-Based licenses will no longer be purchased. All district orders will be requisitioned through the IMS Technical Support department. Licenses are for students and staff. The cost of a license for a full year, per user, is $4.92. If ordered later in the year, the cost will be pro-rated.

School and department representatives (based on last year's orders) will receive an email with a spreadsheet that needs to be updated with requested license counts, usernames, and budget strings.

If you do not receive an email by August 6, 2021, please reach out to Lana Aduloju, IMS Technical Support Coordinator (531-299-9876 or Lana.Aduloju@ops.org) and she will help you.

The order date has shifted from November to August to allow student access during the first semester. Please complete the spreadsheet and email back to Lana as soon as possible. Once the licenses have been assigned, you will be notified.

DISTRICT TECHNOLOGY TRAINER UPDATES

Check out our
IMS Professional Learning Newsletter
for the following resources:

- **Announcements and Upcoming Trainings**
- **Applications Our OPS Technology Trainers Support**
- **Apple Professional Learning Specialists**
  - Office Hours
  - Applications the Apple Trainers Support

OPS Technology Leaders (OTL) Showcase Playlist

Looking for technology integration ideas for your classroom? Check out these recorded sessions of our OPS Technology Leaders sharing with cohort members their classroom experiences, ideas, and tips.

If one of the ideas piques your interest, you can learn more about the tool highlighted on our Technology Training Support Site.

UPDATE: Accessing Your Common Sense Education Account

All OPS educators have a FREE Common Sense Education Account where all the awesome lessons, parent resources, SEL resources etc. etc. etc. are housed. However, as of June 2021, the Single Sign-on option in Clever was discontinued by Common Sense Education. *NO WORRIES!* You can still easily use the Common Sense icon in the **Clever Portal** using what they call 'Saved Password'. You will need to update your Common Sense account password and save it in the Clever Portal.

FIRST go to https://www.commonsense.org/education/ & click the 'sign-in' link in upper right corner.
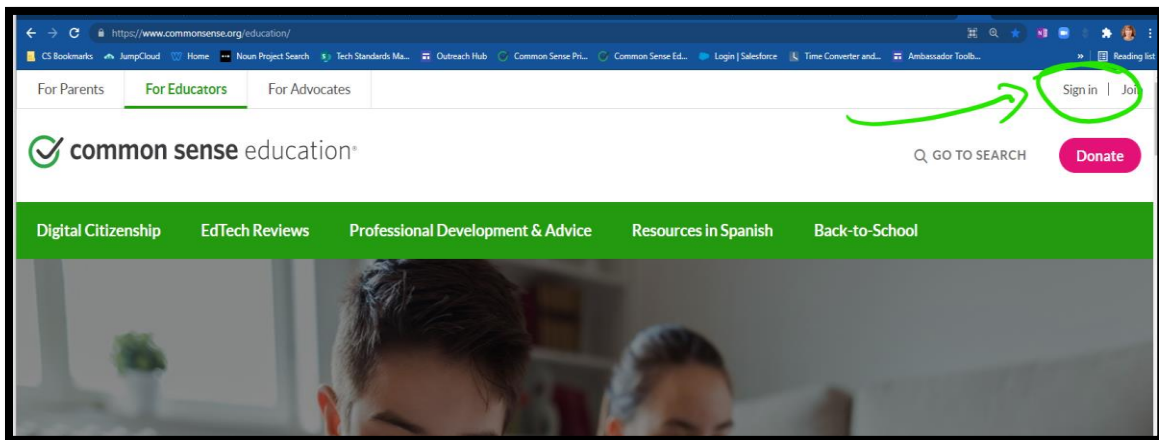
A sign-in window will open. You will need to reset your password for your Common Sense Account. To do that select 'Forgot your password?'. Use your OPS email to have an email prompt sent to reset the password. e.g., *Firstname.Lastname@ops.org* Your email will ALSO be your username for your account.

THEN follow the email directions to reset your password. (be sure to consider safe passwords *e.g. use numbers, symbols, capital and lower case letters)*

AFTER resetting your password, you can either sign in from the Common Sense website OR use the Clever Portal.

To use the Clever Portal, you have one more step to set up your easy access. Go to the Clever Portal Homeroom e.g., https://clever.com/in/omaha/teacher Click on the Common Sense icon
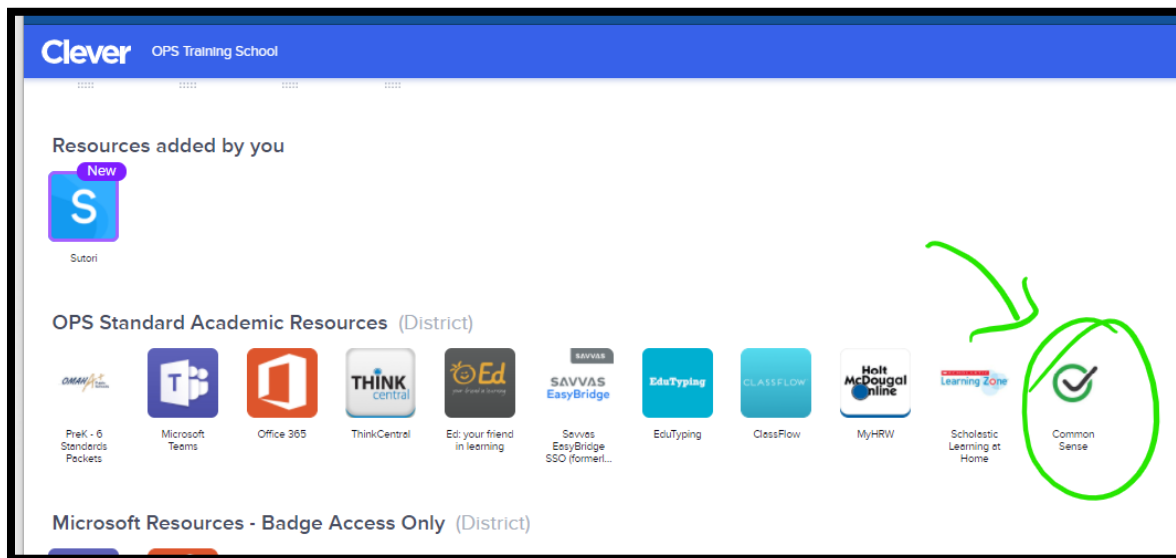
NEXT this window will be prompted.

THEN Enter your OPS Username e.g. Firstname.Lastname@ops.org

FINALLY enter your 'new' Common Sense Account password. Now you are all set. Your password will be saved. Each time you want to go to the website simply click the icon and it will redirect you to the sight and automatically sign you in!