## LOG INTO YOUR STUDENT ACCOUNT:

1. If you have a single sign-on system, sign in then click on the Castle Learning icon. If not, continue with step 2.
2. If you have a Google Classroom account, Go to www.castlelearning.com, click on **Log in** (upper right) and below the log in box click on **Sign in with Google**. Proceed with your Google log in credentials. If not, continue with step 3.
3. Go to **www.castlelearning.com**.
4. Click **Log In** (upper right) then type in your school email or teacher provided **ID** in the **ID/Email** field.
5. If this is your first time in, click on **Sign In** and you will be prompted to create a password. If you don't have an email on your account, add that in now so you can have access to a password reset when needed and it will then allow you to use your email as a log in ID.
6. If you have already created a password and know it, use it. If you forgot it, click on the link below Sign In **Forgot My Castle Password?** and you will be sent a password reset to your email if there is an email set up on your account.

## INCOMPLETE ASSIGNMENTS:

| Assigned from Teacher | Created from Self Study |
|---|---|
| • Click on **Incomplete Assignments** | • Click on **Incomplete Assignments** |
| • Click on the **teacher's name** | • Click on **Self Study** |

**NOTE**: Incomplete assignments can be sorted by clicking on any of the following options in the upper right.

**Name      Assigned on      Due      More (more options)**

The last sort you selected will remain your sort as the default until you choose another sort option.

## COMPLETED ASSIGNMENTS:

| Assigned from Teacher | Created from Self Study |
|---|---|
| • Click on **Completed Assignments** | • Click on **Completed Assignments** |
| • Click on the **teacher's name** | • Click on **Self Study** |

**NOTE**: Incomplete assignments can be sorted by clicking on any of the following options in the upper right.

**Name      Assigned on      Due      Completed On      More (more options)**

The last sort you selected will remain your sort as the default until you choose another sort option.

## CREATE YOUR OWN ASSIGNMENTS – SELF STUDY:

| Rocket Mode (by Grade/Topic) | Expert Mode |
|---|---|
| • Click on **Self Study** | • Click on **Self Study** |
| • Choose a **Content** | • Change Rocket Mode to **Expert Mode** |
| • Choose a **Grade** (upper right) | • Choose your desired **Content** |
| • Click on **+** next to the topic | • Choose from the following options: |
| • Choose a **subtopic** to start the assignment | ○ **Topics; Sample Assignments; Vocabulary; Flash Cards; Math Skills** |
| | • Choose a **course** (upper right) |
| | ○ If topics is selected, choose **Levels**, select the grade groups needed then click on the **X** in upper left corner |



## REPORTS:

1. Click on **Reports**
2. Choose **Completed Assignments, Self Study Assignments, Math Skills,** or **Cumulative Questions by Course**
3. Click on the assignment to see the report
   (Note: If you can't open a teacher assigned assignment report, ask your teacher to place the assignment in Review Mode)
4. If teacher assigned, click on Topics or Standards to identify areas you need to more practice. Check the boxes next to the item to practice and click on **Start Practice Assignment**.



Assignments from your teacher
Completed Assignments
Self Study
Self Study Assignments
Math Skills
All Assignments
Cumulative Questions by Course