



SCHOOLGY ROLE CHANGES

Frequently Asked Questions

Why is this change needed?

The role data clean-up is needed to ensure employees have access only to their assigned locations. Employees have reported to the help desk that they are impacted by the number of unwanted announcements/notifications they receive from previous locations.

In addition, a user role audit found that some employees' roles may not align with their needed access. This clean-up process will give employees a clean start and ensure they have the appropriate user role for the Learning Management System (LMS), Schoology.

Furthermore, to maintain the integrity of our system, access to the LMS will be limited to the academic school year and will expire at the end of each summer school term. This measure aligns with our commitment to data security and system efficiency.

When will this change occur?

Following the conclusion of Summer School.

Is this a one-time clean-up?

No. Roles will be reset each year at the end of the summer school session. Users will need to reapply through oneAccess each year.

Do I have to request access each year?

This process must be completed at the beginning of each school year, as your role will automatically reset to the default roles of Teacher or Staff (Classroom) at the end of summer school each year.

Will I lose access to Schoology when my role is reset each year?

No. Users will continue to have access to Schoology. However, your role will change back to the default role of "Teacher" or "Staff (Classroom)". Refer to REF-098500, Attachment B, for a list of permissions available for each role.

I used to have access to other features in Schoology. How do I get them back?

Except for Principals and Assistant Principals, all users may use oneAccess to request an elevated role. Non-roster-carrying employees must request access to their assigned school(s). All roles will default back to Teacher or Staff (Classroom) at the end of Summer School each year.

What will happen to LMS materials when roles are changed?

There is no impact on any LMS content.

How will this change impact students and parents?

There is no impact on students and parents.

How will this change impact employees?

All roster-carrying teachers will default to "Teacher" and be added to a school based on the MiSiS Master Schedule. All other employees will default to "Staff (Classroom)" and be placed in a generic building.

I am a roster-carrying teacher. How will this impact me?

All roster-carrying teachers will automatically be given a "Teacher" role, the exact role they have been using. Teachers can apply for a higher role through oneAccess if they elevate their access. Otherwise, no action is required.

What will non-roster-carrying users need to do after the role clean-up?

Non-roster-carrying employees must request access to their assigned school(s). All roles will default to Staff (Classroom) at the end of summer school each year.

I work at a school, but I am not a roster-carrying teacher. What do I need to do?

All employees will need to go to oneAccess to request access to the school campus to which they are assigned. Employees may also request an elevated role. Refer to REF-098500 for a comprehensive list of available user roles and associated features.

I am not a school site employee. What do I need to do?

Non-school site employees will request access to location 9999 as mentioned on page 3 of the oneAccess job aid for Schoology access.

I am a non-school site employee. If I apply for an elevated role, who will approve my request?

The Personalized Learning Systems department approves all role requests for non-school site employees.

I am a school site principal. Will my role be impacted?

School site principals will automatically be given the Principal role. They do not need to apply for access. If the principal moves to a new school, access to the old school will be removed, and access to the new school will be granted.

Are there individuals that do not need to apply for a Schoology role?

Yes. Roster-carrying Teachers, Principals, and Assistant Principals will automatically be given a user role based on their MiSiS assignment.

Will there be new Schoology roles?

Yes. We will introduce an Assistant Principal (AP) role. All APs will automatically be given this new role.

Can other school staff apply for the new Assistant Principal role?

Yes. Additional school staff can request the AP role through oneAccess, which will need to be approved by the school site principal.

What will the AP be able to do with the new AP role?

Except for APEIS, Assistant Principals will automatically receive the "Assistant Principal" role. This role will provide assistant principals with the same access to the LMS as the school site principal, including the ability to approve oneAccess requests for Schoology and Clever access.

I'm an APEIS and work at more than one school site. Should I request roles in oneAccess for both locations?

Yes. APEIS must go to oneAccess and apply for the new AP role for each assigned location.

Will Central/Region Office Leadership members also lose access and be asked to reapply?

All employees will need to go to oneAccess to request access to the school campus to which they are assigned. Employees may also request an elevated role. Refer to REF-098500 for a comprehensive list of available user roles and associated features.

I am a contractor. Can I request a Schoology role at OneAccess?

Yes. Contractors can apply for Schoology access with an LAUSD Single Sign-on account.