Welcome to TMS! Introduction to Computer Use

Computer Questions for Students

1. How do I get a computer log on ID? All students and staff have their own personal computer IDs to use the computers at school. IDs all have the same format: your first initial and last name (For example, jwilson)

2. How do I log on to the computer for the first time?
- Type your computer ID into the username box
- Type the word password for your password
- When the computer tells you to choose a new password:
    - Choose something you will NOT forget!!
    - Write it somewhere special in your agenda or binder!
    - Do not give out your password or use someone else's password

3. What do I do if it doesn't work? Ask your teacher for help. Ask your teacher to email Mr. Baranyar if you forgot your computer ID or password, he will send your teacher the information back in an e-mail message.

Infinite Campus Questions for Students

1. How do I get an Infinite Campus account? All students and parents at TMS can have an Infinite Campus account. Parents should receive their IC activation code from the guidance office. New students should receive their IC activation code from their homeroom teacher with their schedule. Otherwise, contact Mrs. Wilson in the LMC. The accounts must be activated by you. During that process you create your own personal IC username and password. Ask your homeroom teacher for help with this or contact Mrs. Wilson in the LMC.

* If a parent does not provide an email address or does not have access to a computer, they will not be able to access Infinite Campus and no activation code will be emailed to them.

2. How do I get to Infinite Campus from home? Get onto the Internet and go to http://www.fairfieldschools.org**. What kind of information can I get through Infinite Campus?** Information is added to IC on a daily basis. Many teachers post homework on their web pages in addition to reviewing homework requirements with students during the day. Whenever possible, teachers provide access information (username/password) to any online textbooks which are available to students. Morning announcements are posted as well as the school monthly calendar and "Peek at the Week". The PTA website is listed under the LINKS area in IC. There is also information available on after-school activities, the guidance office, a link to the Library Media Center, etc.

4. What should I do if I forget my Infinite Campus user name or password? Ask your teacher to email Mrs. Wilson. She will send your teacher the information back in an e-mail message

5. What if I am a student and I don't have a FILE LOCKER listing in the upper left hand corner of my account? This will happen if you are using a parent account instead of a student account. Contact Mrs. Wilson at school and she will help you get this fixed.

6. Does my parent need his/her own Infinite Campus account?
Parents should have their own parent account. There are 2 main reasons: 1) If the student is logged into IC at school and the parent needs to check something from home, it will automatically log the student out of IC without warning. 2) If parents have more than one child at TMS or at the high school, all of your children's schedules can be linked to one parent account.