Pacific Northwest History Graduation Requirement
Updated September 2020

1. **Go to Classlink**

    https://launchpad.classlink.com/highline

2. **Log on with the follow combination**

    Username   Student ID number
    Password   HighlineMM/DD/YYYY (birthdate)
    - No space between Highline & birthdate
    - Highline much be capitalized

3. **Go to this link (while keeping the Classlink window open)**

    https://hsd.instructure.com/courses/7296

4. **Click on Join This Course (right side). Works best with Chrome.**

5. **This box my not pop up – if so, skip this step. If it does, sign in with the same log in as step 2.**
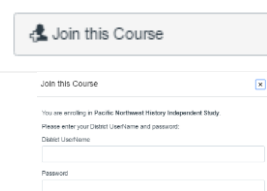
6. **After going to the course, click on Account and then Profile (left side).**
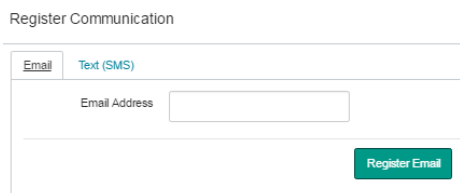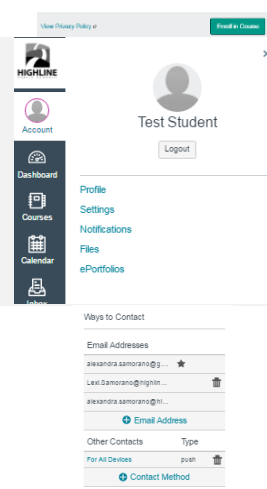
7. **Click on Email Address (right side).**

    And then add an email your regularly check or add you cell number to receive texts (charges might apply depending on the cell plan). Click on Register Email or SMS.
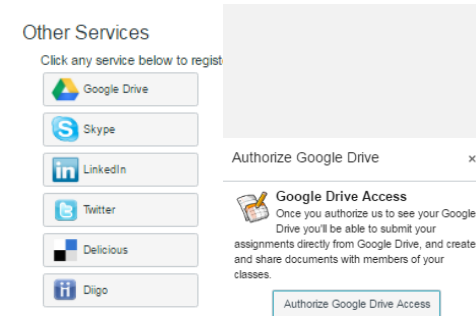
    Make sure your @g.highlineschools.org email has the * next to it under ways to Contact.

    Note: This is important to receive reminders and grades from the person running the course.

8. **On the same profile page click on Google Drive, and then click on Authorize Google Drive Access (and then allow any other requests).**

    This step is to allow you to upload any Google Document when completing an assignment.

9. **Click on Courses (left side), and then click on Pacific Northwest History Independent Study. Finally, click Start to start the class.**

    Note: The assignments need to be completed in order before the next one will open. Start by watching the video that this button will take you to.

To return to the class later
- Log into Classlink using the information from step 2
- Click on Canvas
- Click on the course on your Dashboard or under the Courses button

To review grades
- Click on Grades
- How to interpret the grade marks
  - –   Not graded yet
  - 1   Graded and Complete
  - 0   Graded, but need to fix something and resubmit

    Note: All 12 assignments need to be completed to finish this graduation requirement.