New Teacher To-Do List

Once your network account has been activated, you MUST complete the items below. This is crucial to ensure that you have access to all necessary programs.

TEACHERS

- Login to myPISD - http://portal.mypisd.net to create your class site.
- Complete all staff requirements below.

ALL STAFF

- Install and log in to My Learning Plan - http://mlp.pisd.edu and set up your user profile.
- Install and log in to PDAS - http://pdas.pisd.edu and set up your user profile.
- Call the Voicemail Center (469-752-2189 or x22189) to create your outgoing message and set up your voicemail passcode.
- If you are interested in installing Office 2010 (Windows) or Office 2011 (Mac) on your home computer, contact your Campus Technology Assistant (CTA) or librarian to borrow an installation disc.
- Install Remote Access on your home computer if you want to be able to access PISD network drives and select pieces of software from home. View the Remote Access handout for instructions on home installation.

Need help? First ask your Campus Technology Assistant (CTA) or check the PISD Hotspot (http://k-12.pisd.edu/hotspot) to see if your question is addressed there. If you need assistance with your login or password, contact the Help Desk at tsos@pisd.edu or x28767 or 469-752-8767.