
SOLIA: Students Online with Interact

A Quick Start Guide

What is SOLIA?

- ▣ SOLIA or Interact for Students is an online communication tool, basically it is an email application
 - ▣ It is a tool that can be used by Students to:
 - Communicate with Teachers, Staff, Peers, Community Partners, etc
 - Collaborate on projects
 - Organize information
 - Keep track of Important Dates
 - Share Ideas
-

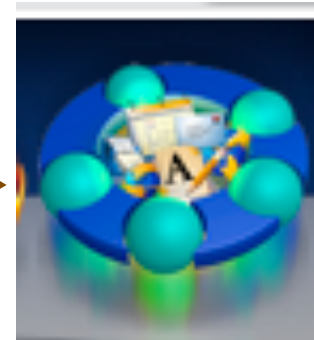
More About SOLIA

- ▣ It can be accessed from anywhere- on and off campus
 - You can download and install Interact at home from the CCSD home page
 - It is also installed on the iPod Touches
- ▣ It can be used for basic File Storage/Transfer

Logging In to SOLIA/Interact

On a Mac:

Look for this Symbol located in
the dock



On a Windows Machine:

Open Start > All Programs >
First Class

Your Email Address/Username

Your First Name + Middle Initial + Last Initial + Grade + School Code (448)
+@interact.ccsd.net

For Example: Jane Samantha Doe in 10th grade would be

JaneSD10448@interact.ccsd.net

And Jo Anne Tabatha McKay in 11th grade would be

Jo-AnneTM11448@interact.ccsd.net

Username and Passwords

On Initial Login

Username = Student #

Password = Student #

For Security reasons you must change your password

Changing Your Password

- Log in to your SOLIA account
 - From the top menu bar choose Collaborate > Change Password
 - Type in your old Password, and then the new password twice
 - Make your password school appropriate as it will be on record
 - Open the SWCTA Coyotes S448 > Technology S448 conference and complete the Password Update Form
-

More About Passwords

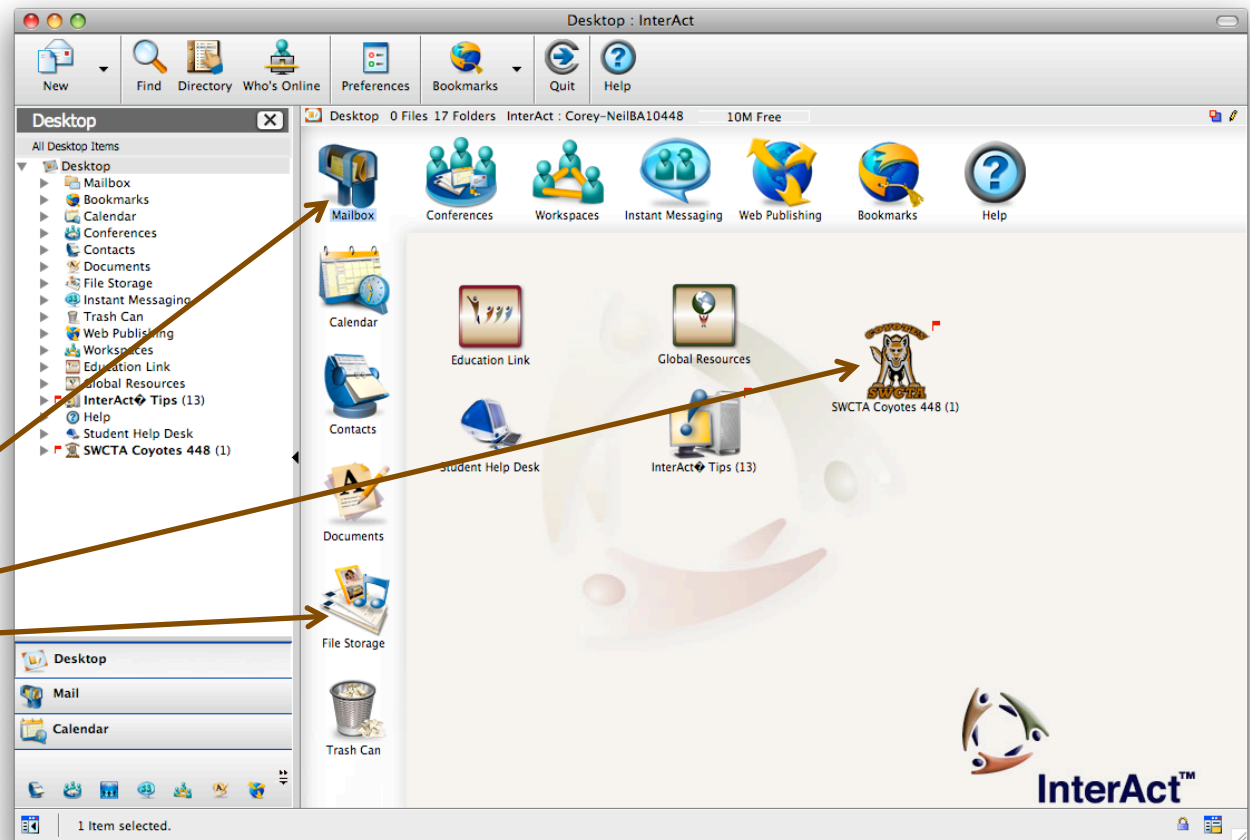
- A current password must be on file because
 - If you forget your password it can be recovered easily
 - Your school email is not private-it can be entered at any time
 - It is a requirement of the AUP for Interact, and is a violation if not on record with administration.
 - If a current password is not on file, the account can be terminated

The SOLIA Desktop

When a student logs in this is what they will see

Some Important Items:

Personal Mailbox
School Conference
File Storage



Your Personal Mailbox

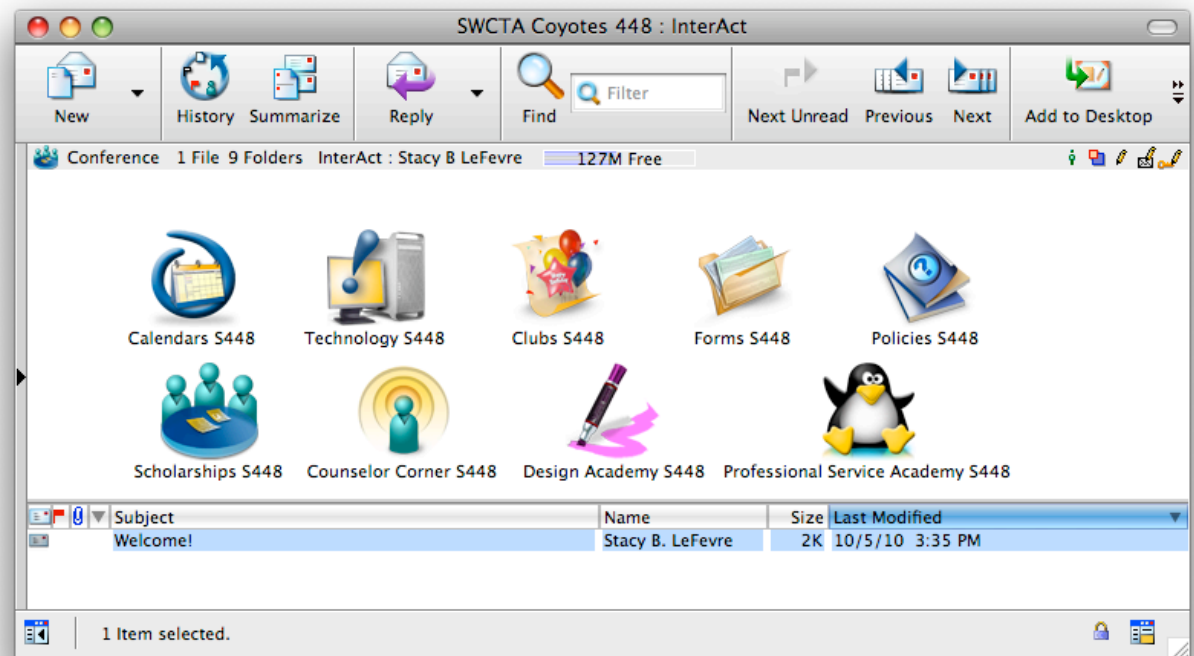
- ▣ Any email sent directly to your account will be accessible in your mailbox
- ▣ If you have any unread messages, there will be a red flag on the outside of the mailbox
- ▣ This is where you can compose new messages to send to others






SWCTA Coyotes S448 Conference

This is where important school information will be located.

Students do not have the right to post or delete messages in the main conference.



Some Basics

-  Red Flags = Unread Messages
-  White Flags = Unsent Messages
-  Blue Paperclip = Attachment on a message

Online Netiquette

- ▣ Write every message as if your parents, teacher, principal, or friends are going to read it.
 - ▣ Remember that email is not private. It is the property of the Clark County School District.
 - ▣ Use Appropriate Language, proper grammar, appropriate spelling, etc at all times
-

More Online Netiquette

We are all different people and have different opinions.

- ▣ No matter what your opinion, there will be someone who disagrees. Sometimes people will send messages that insult others or have sarcastic remarks. These are called **Flames**.
 - ▣ Flames are violent expressions of disapproval and are not acceptable. Flames are inappropriate and sending them may mean that your network privileges will be suspended or revoked.
-

More Online Netiquette

Remember that people on the other end of your message cannot see your face or hear your voice.

- ▣ All CAPITAL letters can seem as if you're shouting
- ▣ It is hard to tell if you are smiling or frowning online, be careful how you word things

Email Safety- DO's

- ❑ Sign messages using your first name only.
 - ❑ Only tell what state you live in.
 - ❑ Fill in the subject line.
 - ❑ Reread and edit messages well before sending.
 - ❑ Check your mailbox often and delete messages that are no longer current.
 - ❑ Respect other people's privacy.
 - ❑ Confirm that you are sending your message to only the people you want to receive it.
-

Email Safety- DON'TS

- ❑ Never give your home address or phone number.
 - ❑ Never give your full name.
 - ❑ Never give out your Password.
 - ❑ Never give your age.
 - ❑ Never give personal details.
 - ❑ Never give the name of your school.
 - ❑ Never send out unwanted mail (junk mail). Don't Forward SPAM!
 - ❑ Never chat with strangers and don't send unsolicited emails to people you don't know.
-

To Wrap Up

- ▣ Your account is a privilege not a right, if you abuse or misuse your account it can and will be revoked.
 - ▣ Remember to log out of Interact and the computer when you walk away from it
 - ▣ Never give passwords to a friend
 - ▣ You are responsible for any and all email activity within your account
-

Tasks to Complete

- Find a computer and test your Login, (9th Grade students will complete this step in their Computer Classroom)
 - If it does not work, let a teacher know and they can email Mrs. LeFevre
 - Change your Interact Password and use the link inside the Technology S448 conference to submit the change
 - Use the system to communicate and collaborate with your teachers, peers and community partners.
-