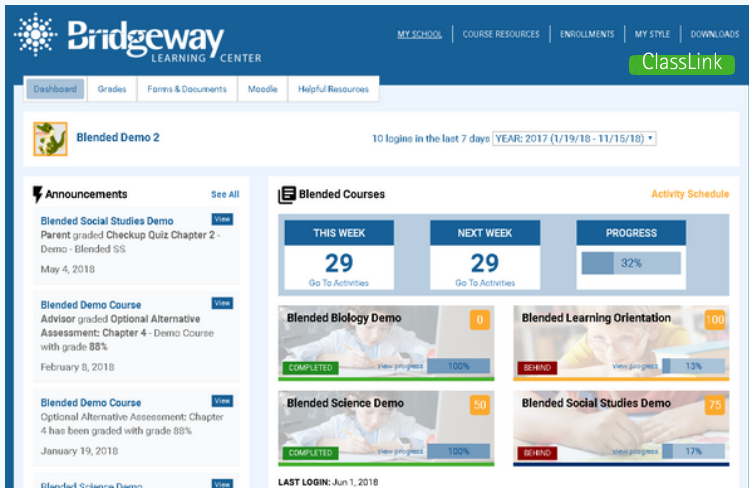


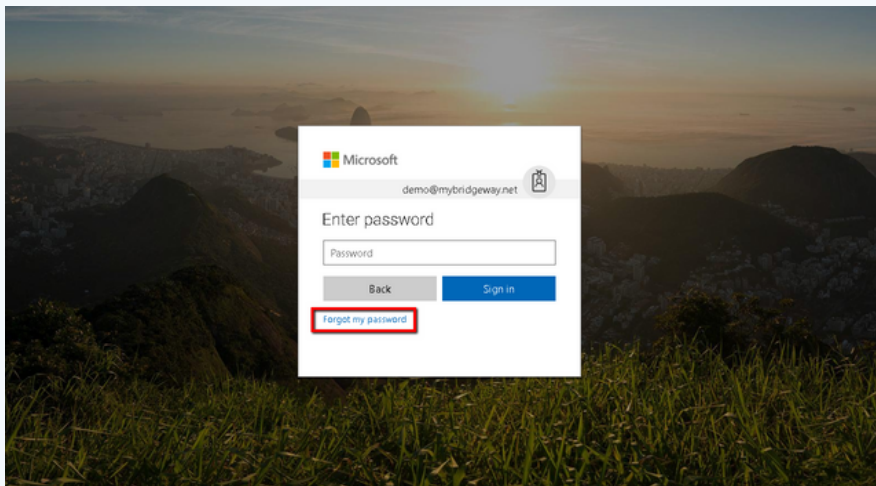
1. Sign In

Login to the BLC using your full assigned @mybridgeway.net username. After signing in, click on the green **ClassLink** button.



3. Update Password

If you forget your Microsoft login password, click on [Forgot my password](#) on the login screen. Answer your authentication questions to change or recover your password.



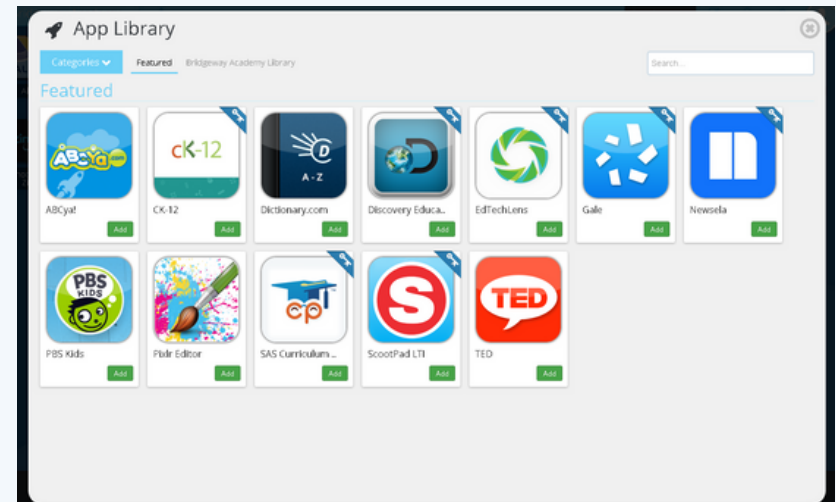
2. My Apps

The My Apps screen is where all of your online resources will be located. Enter your username and password once (if prompted) and ClassLink will remember it for you!



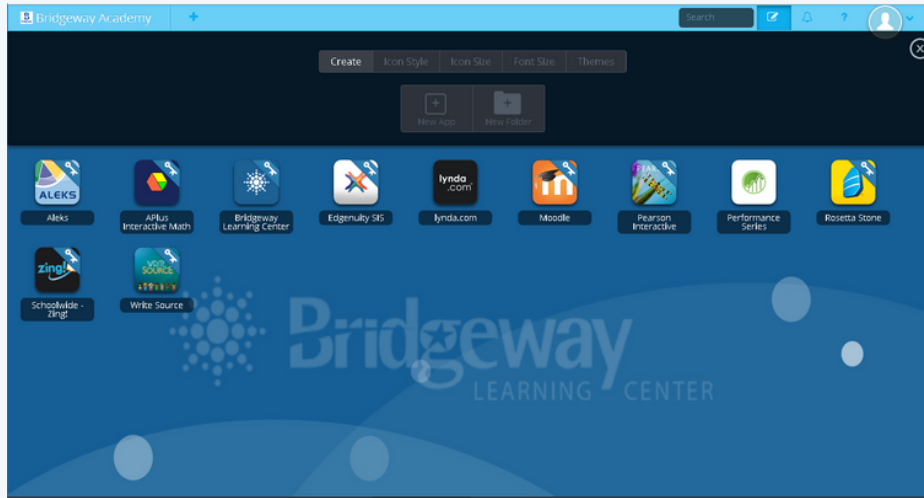
4. App Library

The library contains many educational resources to choose from. Click the Plus (+) on the top left of the My Apps screen. Click Add on any app to place it on your My Apps screen.



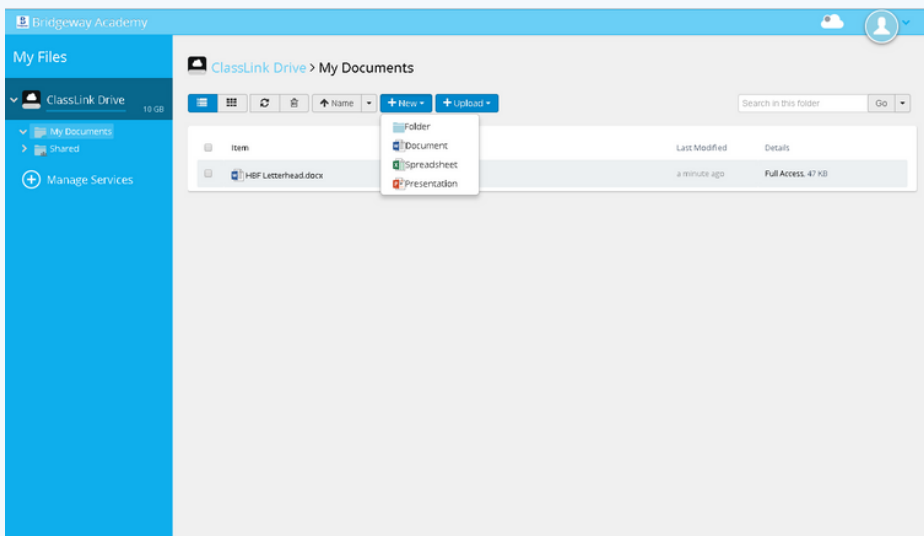
5. Edit Mode

To go into Edit Mode, click the paper and pencil icon on the top right of your screen. While in Edit Mode, you can create folders and customize your My Apps screen.



7. My Files

You can use ClassLink to keep all your files in one place. You can create folders and drag files from your computer into ClassLink. You can also create and edit documents in ClassLink using Office Online.



6. My Profile

Here is where you change your profile picture, themes and colors, and access your password locker. You will need to access your password locker if you entered the wrong password for an application and need to change it.



8. Cloud Services

Click on Manage Services under My Files to add other services. You can add services to link files from Google Drive, Dropbox, OneDrive, and Office 365 if you have these accounts. You can also upload files.

