



RSU 57 New Staff Orientation

Objectives:

- Complete basic setup tasks on your device
- Access your email account for the first time
- Learn about District technology resources
- How to submit a Mustang Malfunction support ticket
- Comprehensive overview of Synergy/TeacherVUE
- Brief overview of Frontline

School Device

- Accessing the device for the first time
- Wifi networks
- Connect to a Projection Device - Apple TV or HDMI wall mount box
- Cloud Printing - how to use your print card

District Google Account

- Accessing your account for the first time
- Setup and use Google's 2-Step verification (required)
- RSU 57 is a Google district - we use Gmail, Calendar, Drive, Meet, Classroom, etc.
- Google Meet - learn more at:
<https://rsu57.incidentiq.com/agent/kb/articles/3b721da8-0872-446b-8ca2-0bb5fe959594>

District Websites

- Main page: <https://www.rsu57.org/>
- Staff Information: <https://www.rsu57.org/page/staff>
- Technology: <https://www.rsu57.org/page/technology>
- Learn about district alerts and access and download phone app:
<https://rsu57.incidentiq.com/agent/kb/articles/c2b9c146-caba-400b-b486-db0557aa5f97>

Incident IQ

- What is it and how to submit a Mustang Malfunction <https://rsu57.incidentiq.com/>
- Knowledge base articles: <https://rsu57.incidentiq.com/agent/kb>

Synergy

- <https://me-wat.edupoint.com/Login.aspx>
- What is it and how do I use it?
- Comprehensive overview with Yan and Kevin

Classroom Presentation

- Every classroom has a projector, camera, speakers, and microphone to use for instructional purposes in conjunction with your laptop. Learn more at:
<https://rsu57.incidentiq.com/agent/kb/articles/ed410058-85ed-4317-a4ac-4774e9bfe988>

TargetSolutions

- Annual staff training platform. Learn more at:
<https://rsu57.incidentiq.com/agent/kb/articles/f52818a6-b900-4396-9cb7-9f277bee8652>

Frontline

- Log in and Find: Absence Management & Professional Growth
- Support details available at:
<https://rsu57.incidentiq.com/agent/kb/articles/5a08de87-2325-409b-8f20-87ed1479d27d>