



9th and 10 Grade: HOW TO LOG IN:

- Go to Carrollwood.ManageBac.com
- Enter your CDS email - you MUST use your CDS email ONLY

A screenshot of the Carrollwood Day School login page. It features the school's logo at the top, followed by the text 'Carrollwood Day School'. Below this is a login form with fields for 'Login' (containing 'jhollingsworth@Carrollwooddayschool.org') and 'Password'. A red arrow points to the 'Forgot your password?' link next to the password field. There is also a checkbox for 'Remember me for 30 days' and a 'Sign-in' button at the bottom.

- The first time you go to ManageBac, after entering your email address, click on “Forgot your password”
- Go to your CDS email and open the notice sent to you - then follow the prompts to create a password (and remember what it is)

**Once in ManageBac, go to Dashboard,
Then SA (Service as Action)**

- In the upper right corner, click “Add SA Activity.”
- Then fill in the boxes for your service activity
- **ADD A REFLECTION TO EVERY EXPERIENCE that answers the question: “What impact did I have on the global or local community?”**



Contact Mrs. Hollingsworth if you have any questions.

Make an appointment to see Mrs. H.