



Introducing & Accessing LMS Upper School

San Antonio Academy is introducing the debut of **FACTS LMS** (Learning Management System). The **LMS** is a private and secure student area that will allow students to connect with classmates and teachers, access class materials, upload assignments, and participate in classroom discussions. If your son has any issues logging in to the LMS, please email [Linda Gielen](#), or [Alan Gielen](#).

FACTS has created a short [LMS Overview Video](#) to give you an introduction to the system. You can learn about how to log in and use the LMS by watching the [LMS for Students video](#). The password to access either video is **factslms** (case sensitive).

Instructions for accessing FACTS LMS for 3rd through 8th Grade students who already have an account to check their grades and homework.

1. In Chrome, Firefox, Safari, or Internet Explorer go to lms.renweb.com
2. Type the school's district code: **SAA-TX**.
3. Type your **Username** (your son's school email address).
4. Type your **Password**.
5. Click **Login**.

Instructions for accessing FACTS LMS for students who have not created an account, mainly for 3rd and 4th grade.

1. In Chrome, Firefox, Safari, or Internet Explorer go to <https://saa-tx.client.renweb.com/pwr/>.
2. Type the school's district code: **SAA-TX**.
3. Click on the **Student**.
4. Click **Create New Family Portal Account**.
5. Type the student's school email address and click **Create Account**. An email will be sent which includes a link to create the login. The link is active for 6 hours.
6. From the email, click the link to create the Family Portal login.
A web browser displays the student's **Name** and FACTS SIS **Person ID**.
7. Type a **Username**, **Password**, and **Confirm** the password.

Change/Create Password				
Name	Person ID	User Name	Password	Confirm
Callie Johnston	11519	<input type="text" value="cjohnston"/>	<input type="password" value="*****"/>	<input type="password" value="*****"/>
<input type="button" value="Save User Name and/or Password"/>				

8. Click **Save Username and/or Password**.
A message displays at the top of the browser, "User Name/Password successfully updated."

User Name/Password successfully updated.				
Change/Create Password				
Name	Person ID	User Name	Password	Confirm
Callie Johnston	11519	<input type="text" value="cjohnston"/>	<input type="password" value="*****"/>	<input type="password"/>
<input type="button" value="Save User Name and/or Password"/>				

9. Go to lms.renweb.com and log in with the username and password.