District IT Runbook

Teachers sign in with a magic link or single sign-on. Step 2 is what keeps magic links arriving; the others remove friction.

Step 1 — Confirm site access

Make sure teachers can reach `hub.modernclassrooms.org` from district networks and managed devices. If your filter has a category for "education" or "general web," nothing else needs to be allowed.

Step 2 — Confirm email deliverability

Sign-in emails ("magic links") need to land in teacher inboxes:

- **Allowlist the Modern Classrooms Project sender domain** so messages aren't quarantined.
- **Exclude our sign-in domain from URL rewriting.** Some mail security tools rewrite links in incoming mail, which can invalidate the magic link before the teacher clicks it.
- Optional check: ask a teacher who already has a Hub account to request a magic link and confirm it arrives.

Step 3 — Connect your LMS

LMS connection enables single sign-on **and** direct API import. Pick the one(s) you use:

- **Google Classroom** — mark the Hub as Trusted in Google Admin (~5 minutes for a Google Workspace super admin).
- **Canvas** — generate a Canvas Developer Key via our secure setup link (~10–15 minutes).
- **Schoology** — no setup needed. Teachers download Common Cartridge files and import them.

For Canvas: email hub@modernclassrooms.org and we'll send a one-time setup link to your Canvas admin. The admin pastes credentials directly into our encrypted store — we never see them.

Step 4 — Privacy review (if required)

The Privacy and Data and CTO Review FAQ sections that follow cover what districts typically need: data inventory, FERPA/COPPA stance, security practices, subprocessors, and incident response.