Before accessing their BTFW accounts, encourage students to log into their FWISD resources using the My FWISD portal.

It should open automatically when they open Chrome.

URL: www.fwisd.org/myfwisd
Once students are in ClassLink, have them open a FWISD Google resource such as Drive or Classroom.
Students will see their avatar and the FWISD logo on the top right of their screen.

Left click on the avatar and then click “Manage accounts” near the bottom of the pop up window.
Once the “choose an account” window appears click on “Manage accounts on this device”
A settings window should now open.

Click “add account” above the existing FWISD student account.
Type in BTFW email address and password as prompted. Students will be prompted to set up a new password once they complete these two steps.
Make sure to agree to the Terms of Service!
The FWISD Google domain does not have Gmail turned on for its users. Therefore, students may see the error below if trying to get to Gmail.com. This is where they click “sign in with a different account” to use the BTFW credentials to get to Gmail.
Students’ BTFW account should appear underneath their FWISD account once they select “sign in with a different account”

Click on that account to continue into Gmail for BTFW.
Students should now see their BTFW inbox branded with the FWCD logo and their avatar.