

# LIBRUS SYNERGIA LOGIN INSTRUCTIONS

for parents and students

1

Open your **Google Chrome** browser

2

Type URL **rodzina.librus.pl** into the address bar of your browser

3

Use the automatic **Google Translate** in the top right corner of the page

4

If the automatic translation option doesn't show up, check the instructions on the back of the page

5

Find the violet LIBRUS Synergia button at the top of the page and click it

6

Select the „**Zaloguj”/„Login**” option from the drop-down list

7

Fill in the „**Login**” and „**Hasło”/„Password**” fields with the data received from the school (student's login has the letter “u” at the end of a string of numbers)

8

Click „**Zaloguj”/„Login**” after filling the fields

After logging in to the **PARENT / GUARDIAN account** for the first time, please provide the following data:

- „Podaj obecne hasło”/„Enter current password”,
- „Dodaj nowe hasło”/„Enter new password” – must have min. 8 characters, contain numbers or special characters and upper and lower case letters,
- „Powtórz nowe hasło”/„Repeat new password”,
- Provide your „email address”,
- „Imię”/„First Name”,
- „Nazwisko”/„Last Name”.

Finally, check the box „**Zapoznałem/am się z regulaminem korzystania z systemu Synergia (dostępny tutaj) i akceptuję go”/„I have read and accept the terms of use of the Synergia system (available here)**” and click „**Dalej”/„Next**”.

After logging in to the **STUDENT account** for the first time, please provide the following data:

- „Podaj obecne hasło”/„Enter current password”,
- „Dodaj nowe hasło”/„Enter new password” - must have min. 8 characters, contain numbers or special characters and upper and lower case letters,
- „Powtórz nowe hasło”/„Repeat new password”,
- Provide your „email address”,
- Provide „Ile masz lat”/„How old are you?”,
- Select „**nie mam ukończonych 13 lat”/„under 13 years old**” or „**mam ukończone 13 lat”/over 13 years old”.**

If you are under 13 years old, please provide „**adres e-mail rodzica/opiekuna”/“parent’s/guardian’s email address**” - they will receive a link allowing them to accept the terms of your account. Then click „**Dalej”/“Next”**”.

If you are over 13 years old, check the box „**Zapoznałem/am się z regulaminem korzystania z systemu Synergia (dostępny tutaj) i akceptuję go”/„I have read and accept the terms of use of the Synergia system (available here)**” and click „**Dalej”/„Next**”.

9

Welcome to the LIBRUS Synergia system

10

Make sure that you are logging in to the correct account: parent or student, to access tailored features and news



# BROWSER LANGUAGE CHANGE INSTRUCTIONS

1

Open your **Google Chrome** browser

2

If **Google Translate** does not automatically appear in the top right corner, and you:

## WANT TO TRANSLATE ONLY THE CURRENT PAGE

- Right-click on the webpage and select „Przetłumacz na język”/„Translate to English” from the menu
- It will bring up the **Google Translate** view in the top right corner
- Click on the three vertical dots and select „Wybierz inny język”/„Choose another language”
- Select „angielski”/„english” and confirm with the button „Tłumacz”/„Translate”

## WANT TO CHANGE BROWSER LANGUAGE SETTINGS

- Click on the three vertical dots icon in the top right corner
- Select „Ustawienia”/„Settings” from the list Click on „Zaawansowane”/„Advanced” on the left side menu, then select „Języki”/„Languages”
- Expand the menu on which you can see the default language then select „dodaj język”/„add languages”, „angielski”/„english”
- After adding it, click on the three vertical dots icon next to it and check „Wyświetlaj Google Chrome w tym języku”/„Display Google Chrome in this language” option
- Remove „polski/polish” by clicking on the three vertical dots icon next to it and selecting „Usuń/Remove” option
- Add „polski/polish” again (you have to do it in order for the Chrome to reset the default settings regarding translations to Polish)
- Click the three vertical dots icon next to „polski/polish” and select option „Proponuj tłumaczenie stron w tym języku”/„Offer to translate pages in this language” (it would not be allowed without the previous step)
- Restart the browser (you can click on the „Uruchom ponownie”/„Relaunch” button) for the changes to take effect
- From now on, on each page in Polish the **Google Translation** icon will appear in the top right corner, where you can configure English as the default language
- Additionally, you can click the 3 dots icon (from the Google translator panel) and select the „Always translate from Polish” option so that the pages will be automatically translated