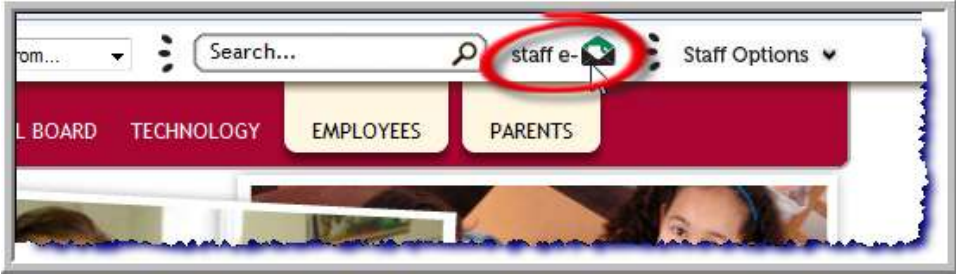


## To access your Email from the District website:

1. Click on



## To access Site manager to edit your webpage:

1. Click on Staff Options drop-down arrow  
2. Click on Sign in



3. At the Security Warning, click on Yes



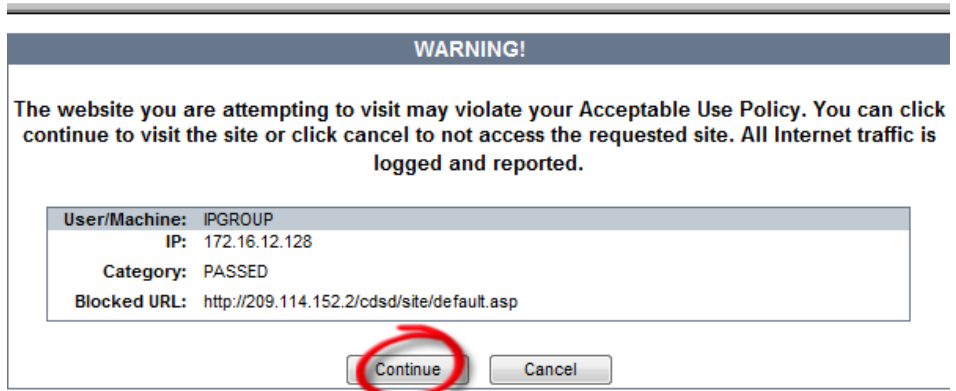
4. Enter your user name and password  
5. Click on Sign In

You may visit this site as a guest without registering or signing in. Registered guests, however, have access to features not available to the general public.

**Sign-in Name:**

**Password:**

6. At the warning message, click on Continue



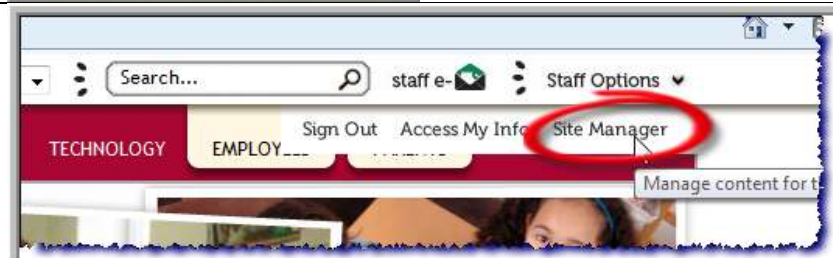
7. Select your school



8. Click on your channel and section  
Example:  
Channel - Staff  
Section - Art, Ms. Morningstar



9. Hover over Staff Options  
10. click on Site Manager



## Sign out of the Website

1. Hover over Staff Options
2. Click on Sign Out

