

# FEATURES



## Teachers and Staff

### Classes

- Create, edit, and delete classes
- Each course has its own page link directly and automatically from the staff page
- Know who (name and email address) is tracking your classes
- Archive classes for future use
- Post events on the course calendar
- Post announcements and assignments using the intuitive text editor
- Control both the date an announcement posts and the date it is placed in "archives"
- Control the date an assignment posts, the date it was assigned, and the due date
- Assignments are automatically placed on the course calendar
- Receive feedback on who is subscribing to announcements and assignments
- Receive feedback on who received each announcement or assignment via email
- Publish a periodical on-line, complete with an archives section for previous issues
- Links can be placed in the handy "Links" section
- Display a RSS feed for your class of current and relevant news
- If your school uses Easy Grade Pro® you can upload grades to a central repository for easy staff, parent, and student access

### Subscriptions

- Subscribe to announcements to receive email fresh off the press
- Combine existing calendars (classes, sports, activities, etc) to create calendars customized for you

### New Page Creation

- Create pages using the text editor or raw HTML and CSS
- Upload PDF pages
- Store and organize pages in the "page vault"

### Images And Attachments

- Upload images into the "image vault" for storage and organization
- Upload attachments into the "file vault" for storage and organization
- Both images and attachments can be used for headers, announcements, assignments, or new page creation

### Staff Area

- Post announcements and links that are important to the staff and secure from the public eye
- Create staff-only calendars. i.e. Field Trips, Friday Snacks, Activities, Principal's Whereabouts
- Create reservation calendars where staff can reserve facilities (computer labs, library,..) and equipment (projectors, interactive white boards, ...)

### Webmaster Privileges

- Staff can be granted webmaster privileges for sports, clubs, activities, or organization. Each entity has its own web page, complete with announcements, a calendar, links section, periodical section, and RSS feed

### Virtual Jump Drive

- Move files to and from school over the web using the 5mb virtual jump drive

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## Webmasters

- Customize the site using our CSS control panels
- Organize the home page into a variety of configurations
- Create staff, organizations, calendars, navigation bar links, new pages, and more
- Set webmaster privileges for organizations, calendars, and even specify who can edit specific site-wide pages

## Administrators

- Easy access to create time-controlled Emergency Announcements that permeate the entire school site
- Create small group calendars increase staff collaboration
- Flexibility to manage who has permissions to post content

### **Parents**

- Keep tabs on all of your student throughout the district and even students that attend other **k12pages** districts
- Create OneStop Home Pages for each student for easy access and viewing
- Course calendars are automatically merged into the each student's personal calendar
- Additional calendars, such as sports or activity calendars, can also be merged into the student's calendar or parent's personal calendar
- Subscribe to receive announcements and assignments emailed fresh off the presses
- For schools using Easy Grade Pro, all course grades can appear on the student's OneStop Home Page
- Receive a daily morning email summarizing today's calendar, what assignments are due today and tomorrow, and what assignments are in progress
- Email all of one student's teachers in one click, or email all of your students' teachers in one click

### **Athletics, Activities, Committees**

- Post information, maintain a calendar, create pages, post periodicals such as minutes or agendas

### **Students**

- Combine classes into their OneStop Home Page for easy access and viewing
- Course calendars are automatically merged into the student's personal calendar
- Additional calendars, such as sports or activity calendars, can also be merged into the student's calendar
- Create entries for the personal calendar
- Subscribe to receive announcements and assignments emailed fresh off the press
- Virtual Jump Drive - Move up to 5mb of files to and from school over the web
- For schools using Easy Grade Pro, all course grades can appear on the student's OneStop Home Page
- Receive a daily morning email summarizing today's calendar, what assignments are due today and tomorrow, and what assignments are in progress

### **Librarians**

- Use "Research Helper" to post links or book information for class projects.
- Maintain an archive of research assistance to be activated in the future
- Use a reservation calendar so staff can reserve the library and provide the librarian with information regarding the visit