Charms

https://www.charmsoffice.com

CHARMS: https://www.charmsoffice.com

WEBSITE vs CHARMS APP

CHARMS: https://www.charmsoffice.com
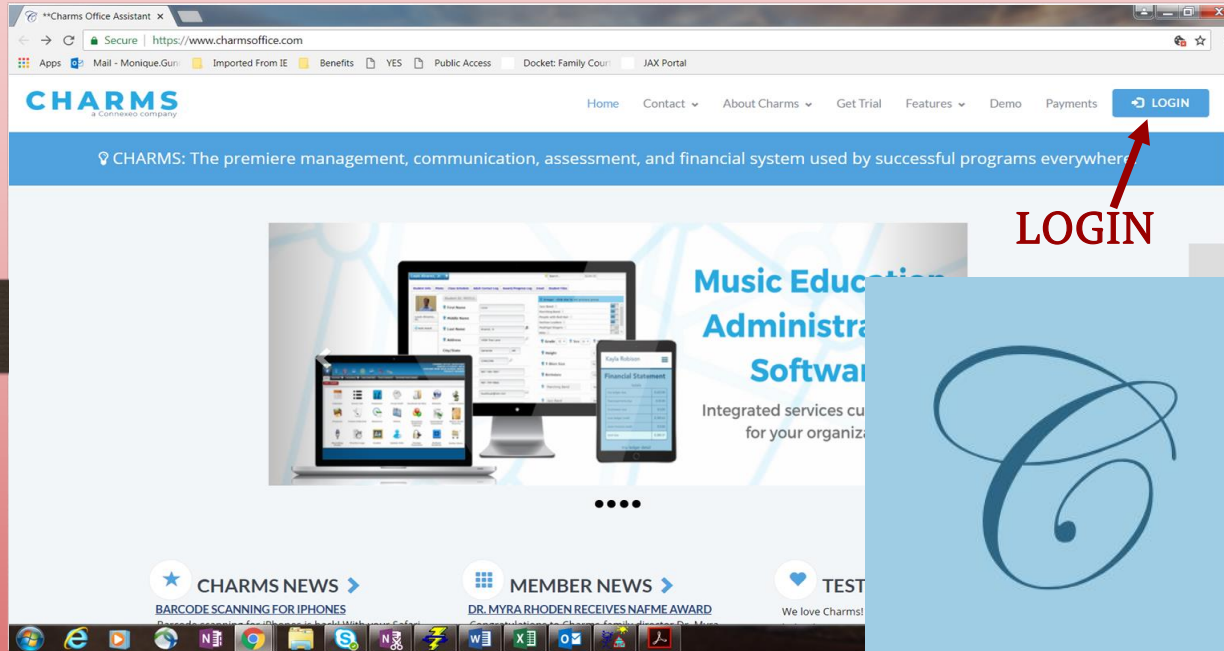
LOGIN

- Search for the website
- Download the Charms App
- Click login

School Code (username): barrygoldwaterband

- Enter school code
- Always the same code

STUDENT ID

- Student ID is the password to access your account
- Change the password when prompted
- Password can not be the student ID

CHANGE PASSWORD

STUDENT ID

- Current password is the student ID
- Enter a new password, not the student ID
- Confirm new password and add a hint to remember
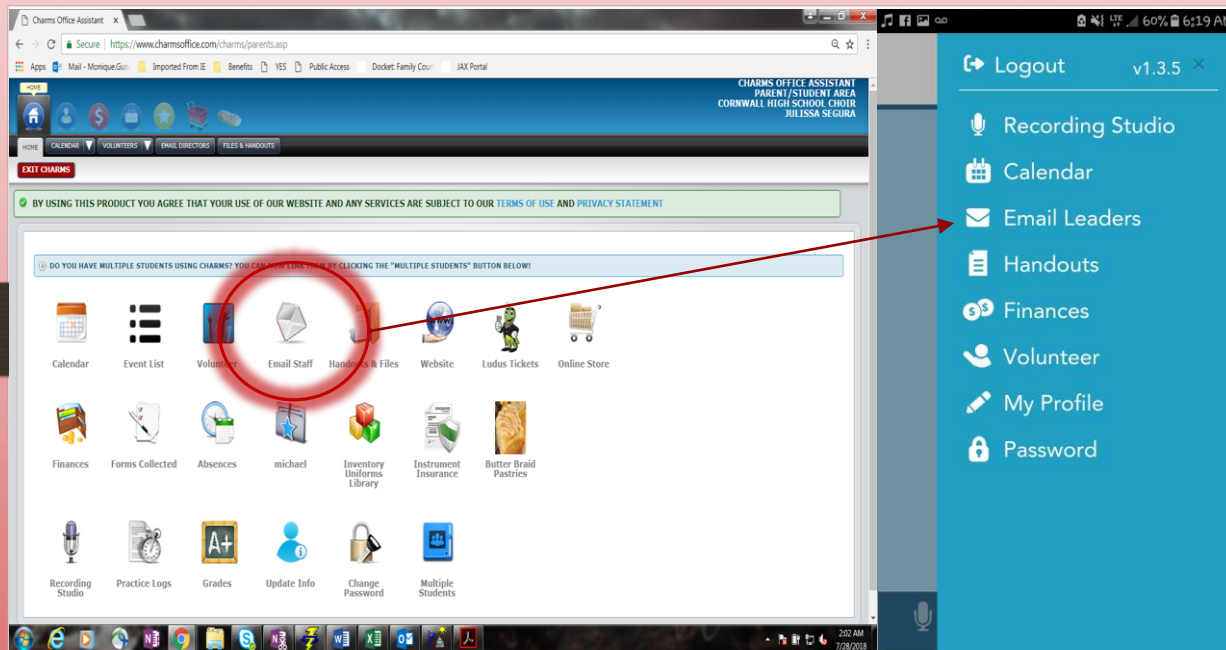- Sibling accounts can not have the same password

HOME (MAIN PAGE)
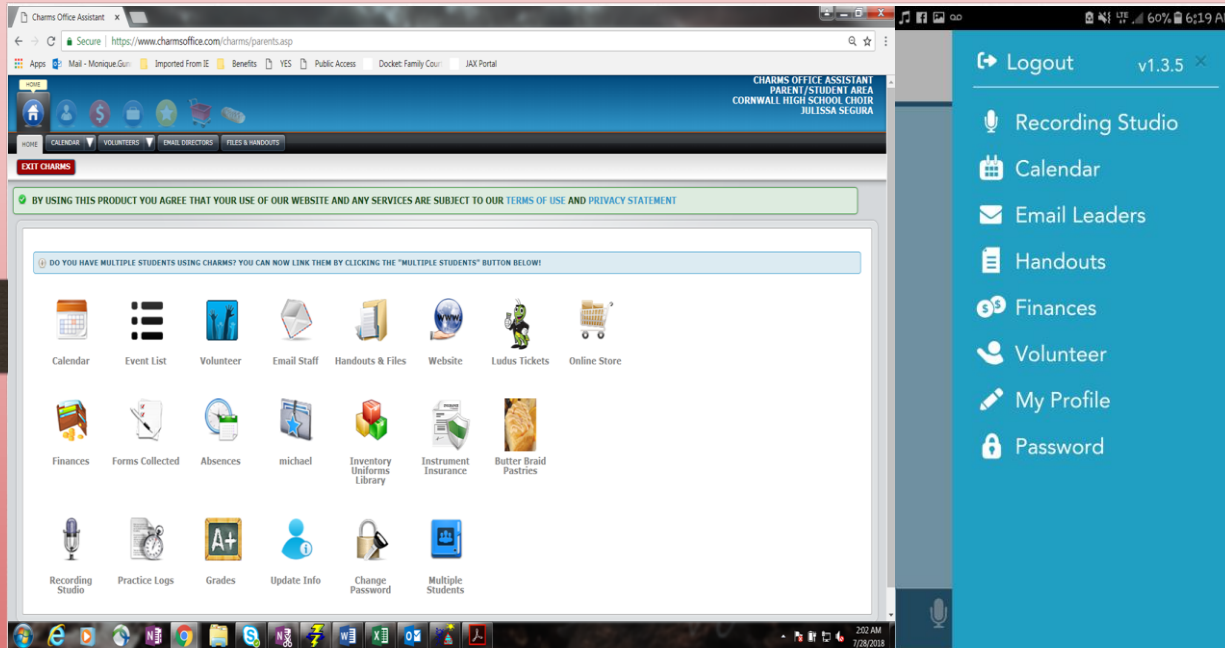
- Begin on the Home page
- Click on your selection

HOME (MAIN PAGE)

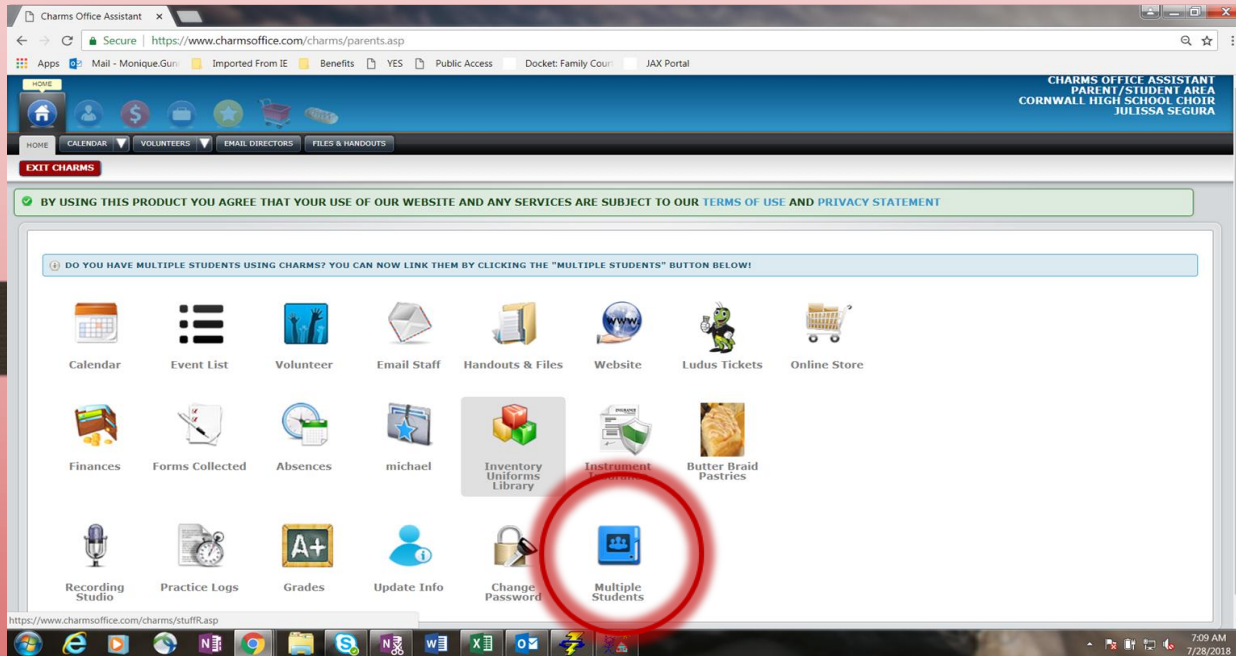- To email band staff/leaders select "Email Staff"

EMAIL STAFF

- Select the staff you want to email

HOME (MAIN PAGE)

- Add siblings to your account
- Can only be done on the website
- Must already have the other siblings account set up

MULTIPLE STUDENTS

barrygoldwaterband

NEW PASWORD
(NOT STUDENT ID)

- Enter school code barrygoldwaterband
- Enter new password, not the student ID
- Click "Link Additional Student"

HOME (MAIN PAGE)
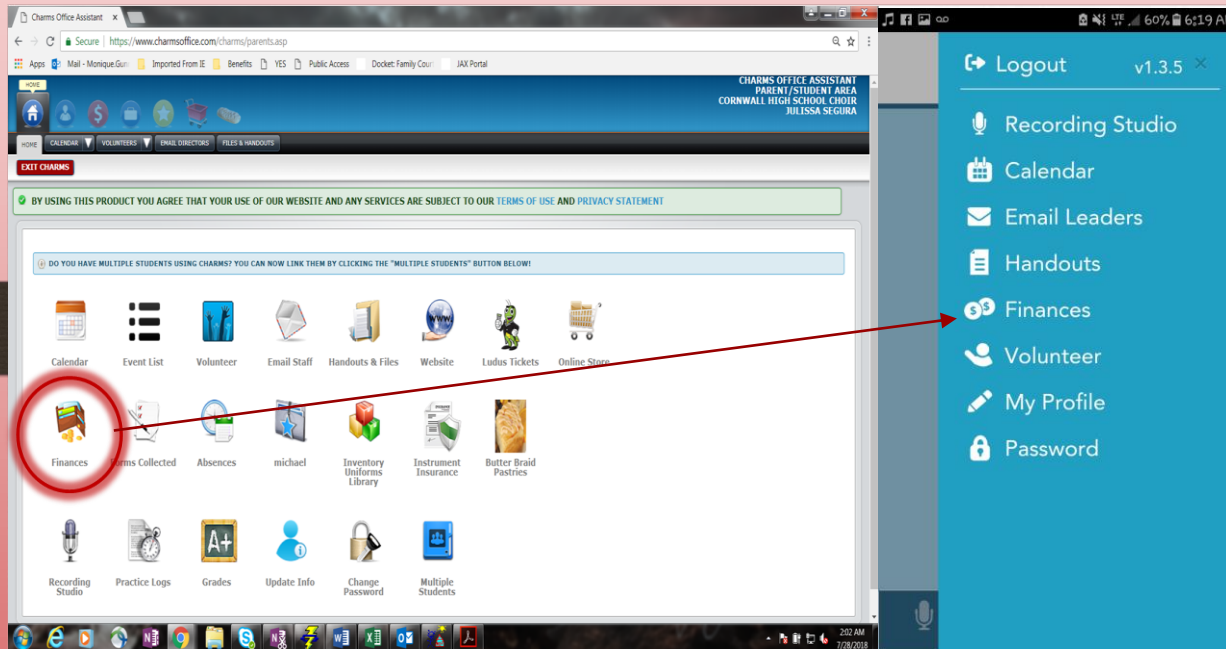
- Keep track of all financial transactions for band
- Does not include Fair Share fees

FINANCES

- Keep track of balance due
- Keep track of money earned through fundraising
- Transfer money from Charms for meals, trips, activities etc.

HOME (MAIN PAGE)

- All volunteer opportunities

VOLUNTEER OPPORTUNITIES

VOLUNTEER OPPORTUNITIES

- Click on drop box
- Select the activity
- Enter your name and phone number

HOME (MAIN PAGE)
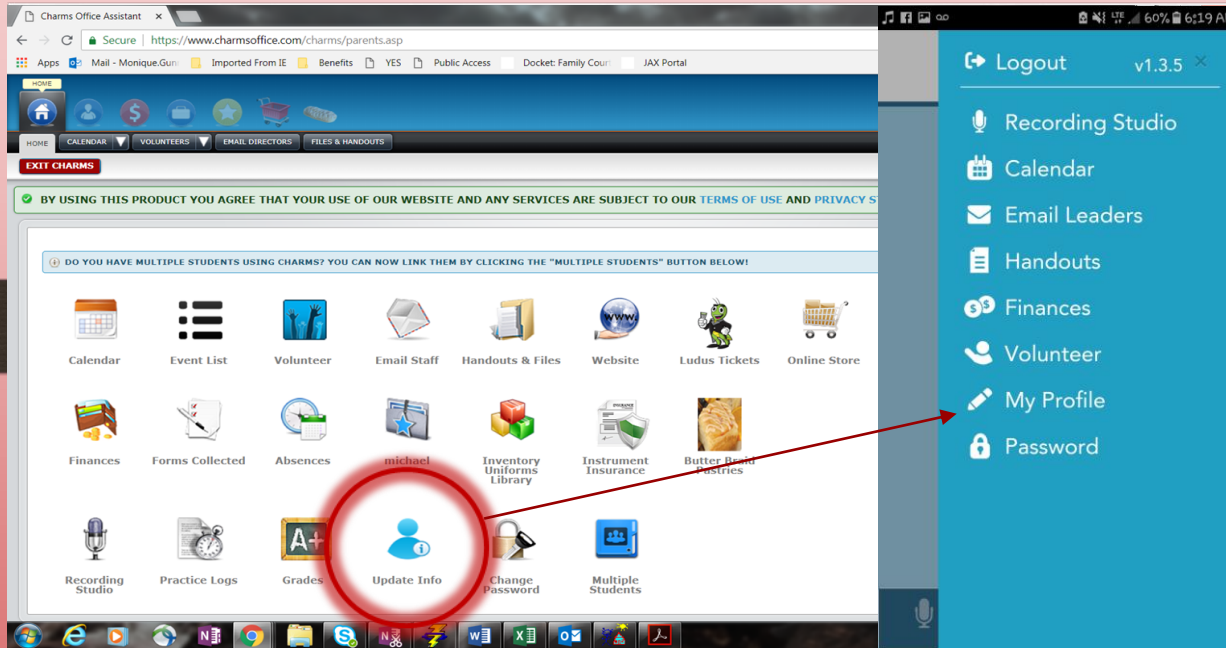
- Contact information for student
- Add, Change, Update

STUDENT INFO

ADD ADULT

- Enter contact information for student
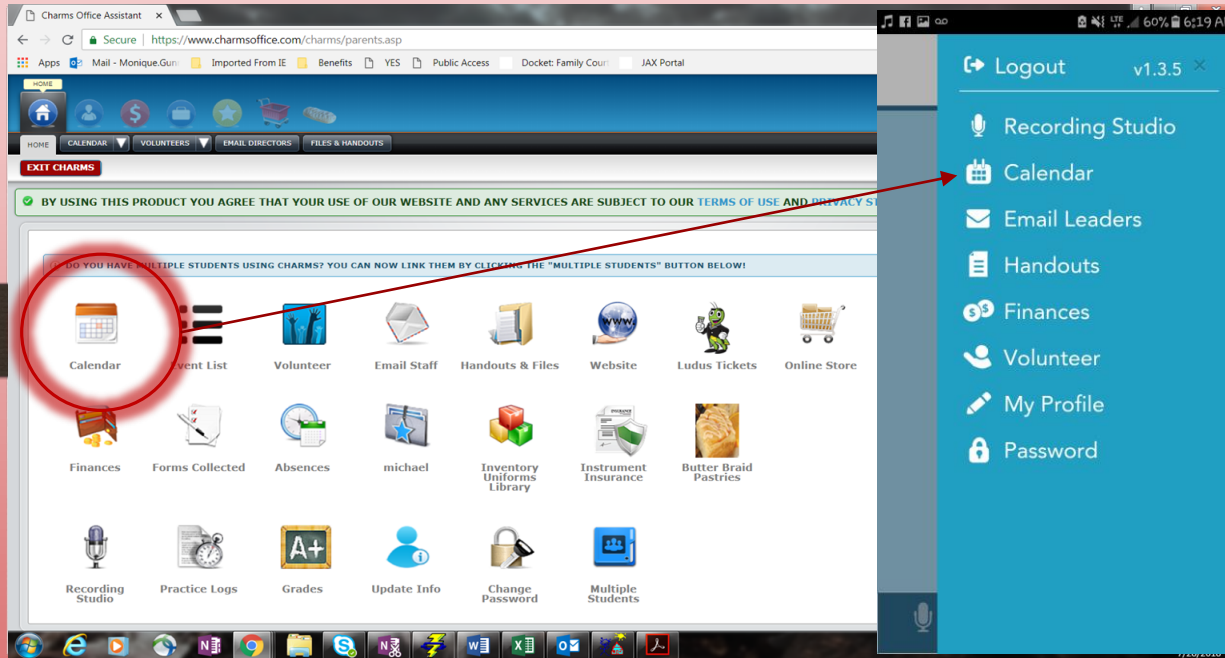- Add adult/parent information

ADD ADULT

- Enter contact information for adult/parent
- Add multiple adults

HOME (MAIN PAGE)

- Keep track of important dates for band events

CALENDAR

- Important dates, times and location
- Sync calendar to your personal calendar
- Set up reminders

QUESTIONS?

THANK YOU!!