



# LONGHORNS WEBSITE TUTORIAL

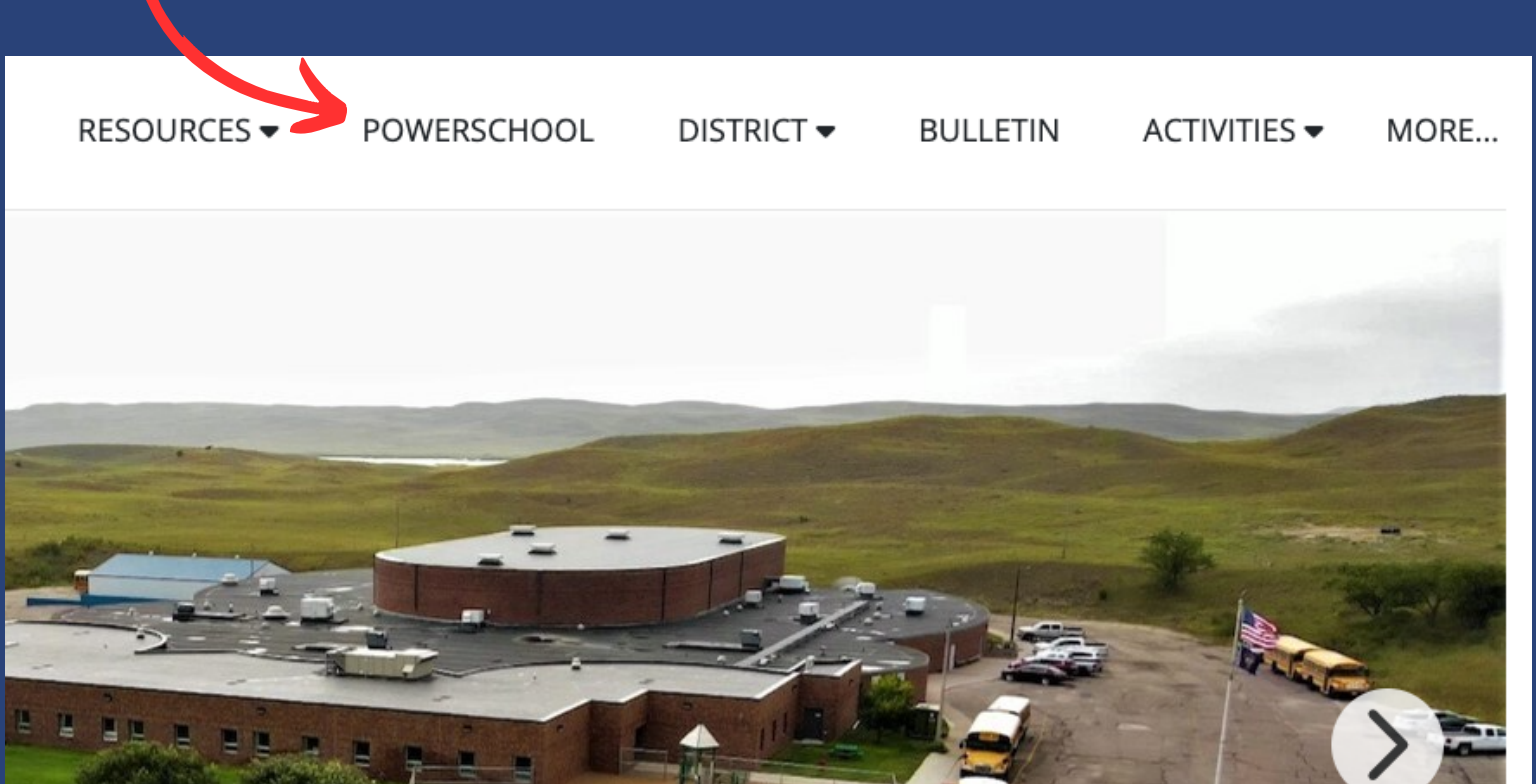
*Visit the website to catch up on community news,  
learn about scheduling updates, and see pictures of  
events.*

**[www.hyannislonghorns.org](http://www.hyannislonghorns.org)**

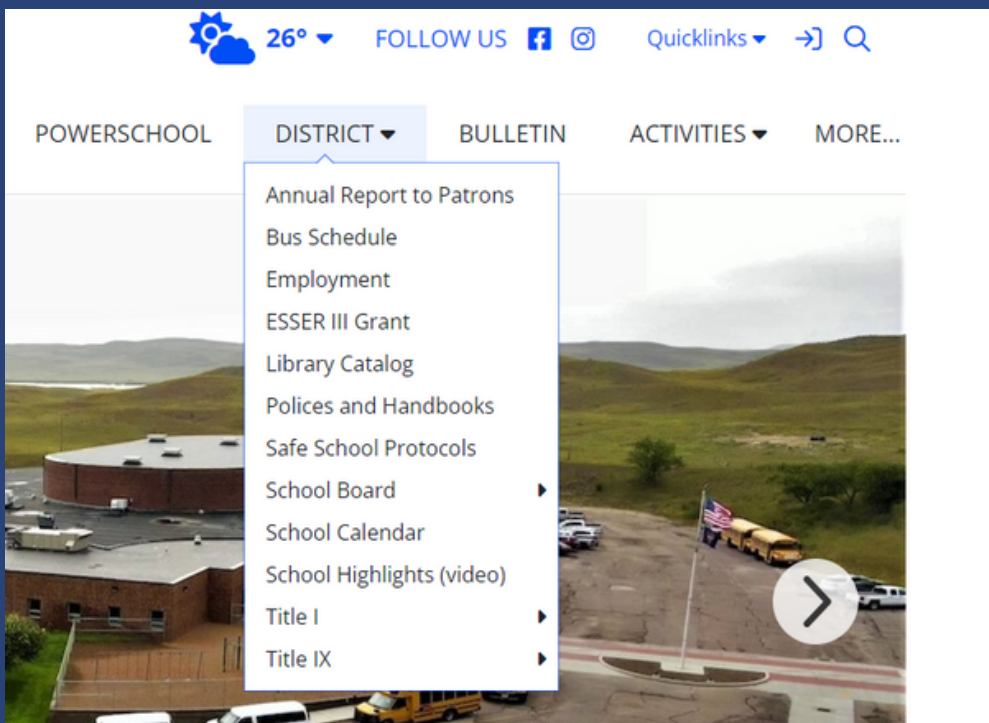
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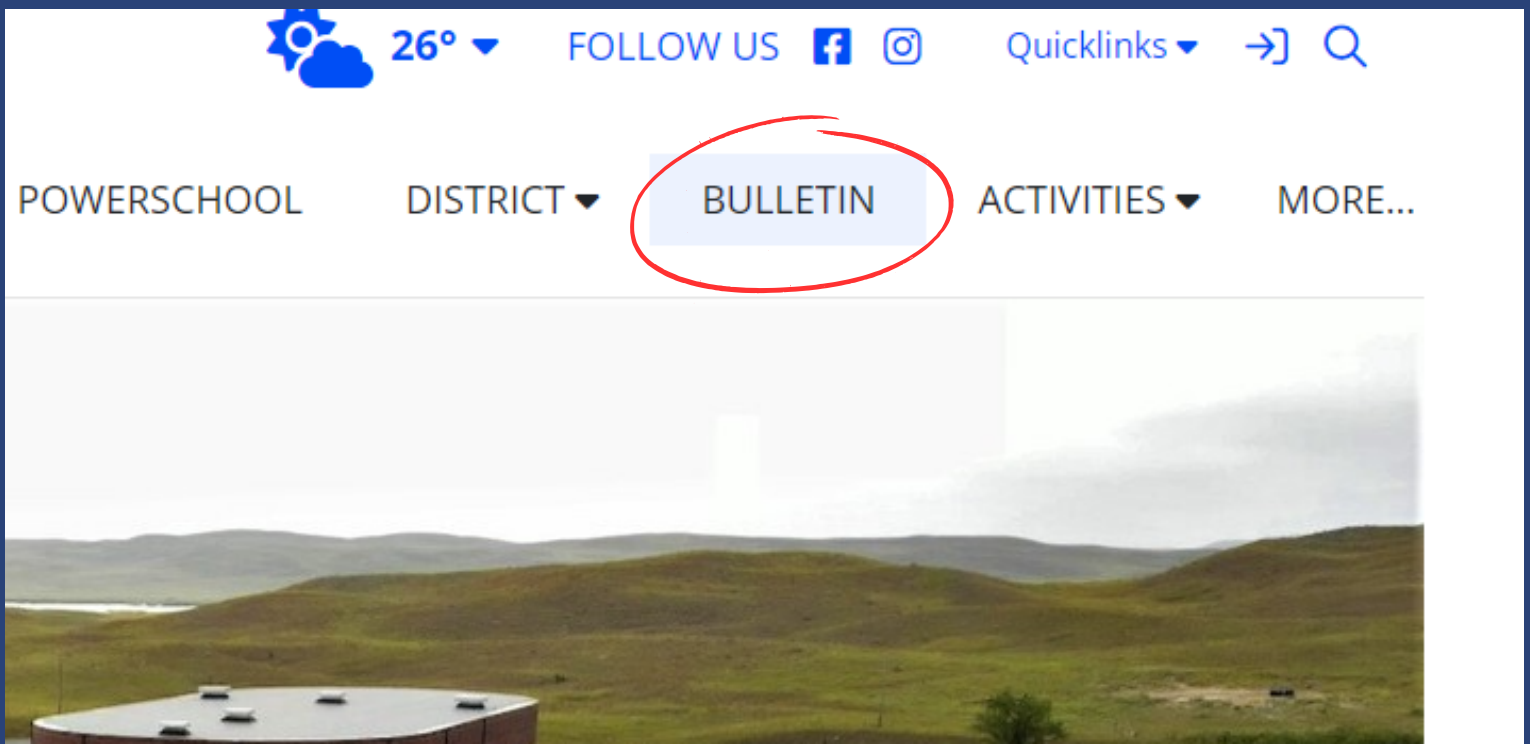




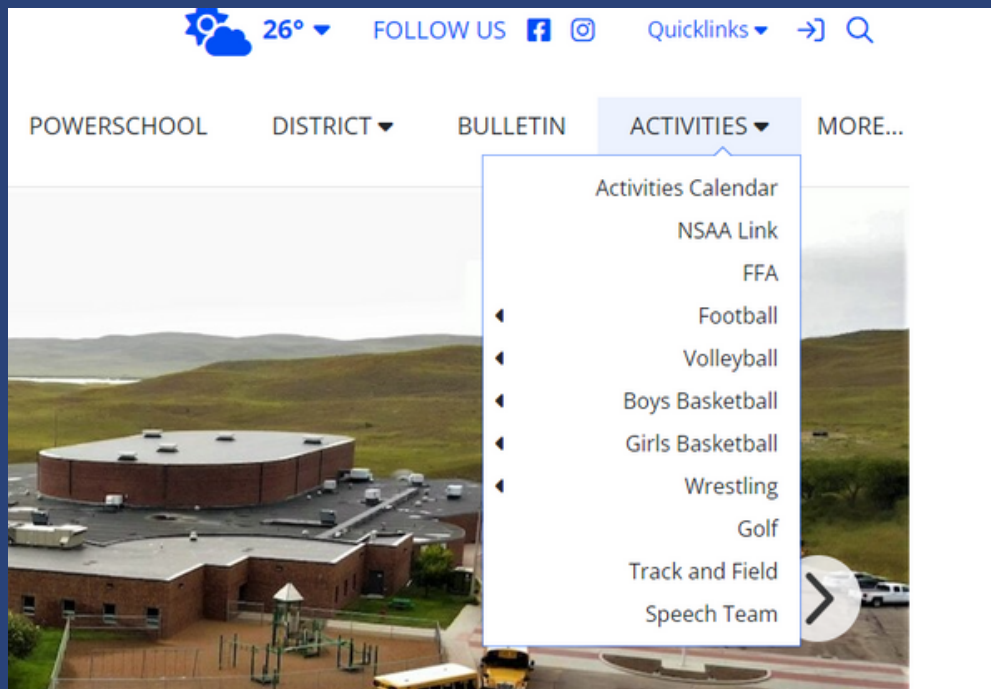
All of the information needed to successfully navigate the website can be found in the navigation bar. The navigation bar is on the top right corner of the website, right above the picture slideshow. Clicking on each word will lead you to different pages on the website. The second tab will take you to Powerschool. This platform allows students to see their grades and attendance.



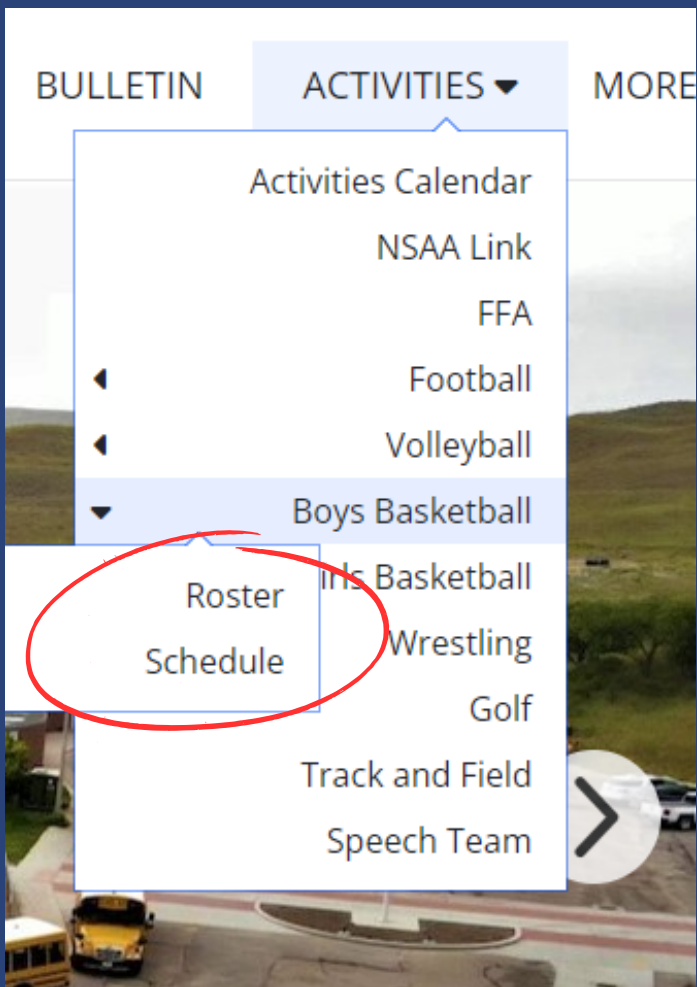
The next tab will lead you to district information. Hover over the tab with your mouse to see the drop-down menu. Here, you can find reports to patrons, policies, protocol, a highlight video, and school board information. Clicking on any of these links will take you to more information. You can also click on the word "District" to read school district news.



The Bulletin tab is one of the coolest features on the website! Clicking on it will open a new page where you can access classroom news. Just click on the teacher's name and you can see pictures, schedules, and whatever has been going on in their classroom the past week.

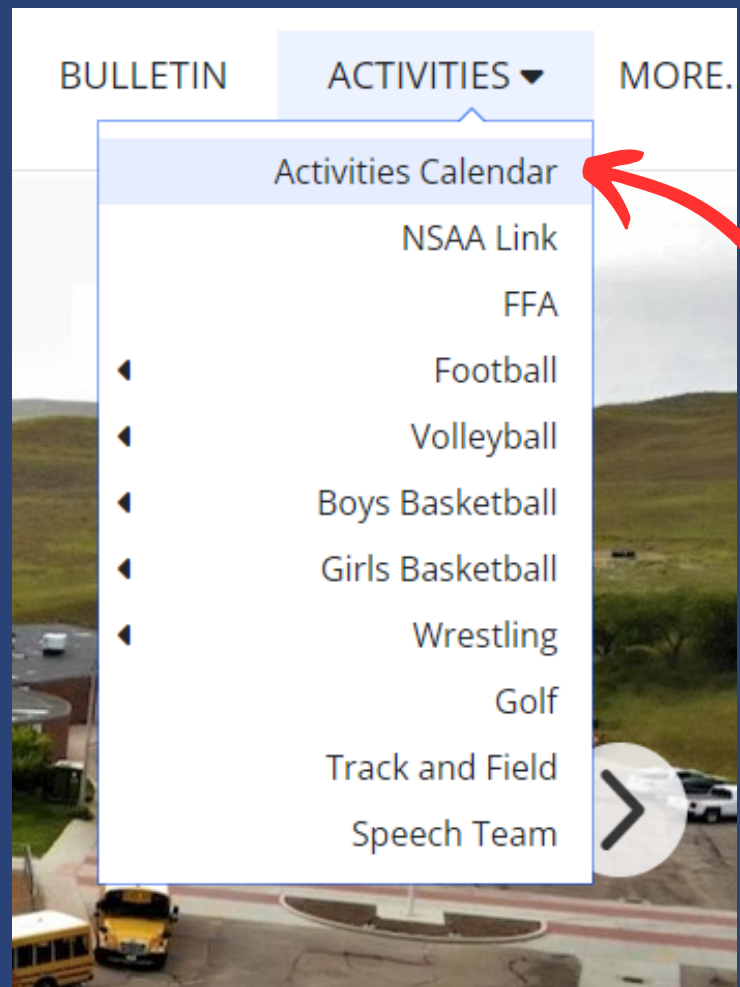


The next tab is "Activities." Here you can find information about school activities, sports, and extracurriculars. Hover over the word "Activities" with your mouse to see the drop-down menu.

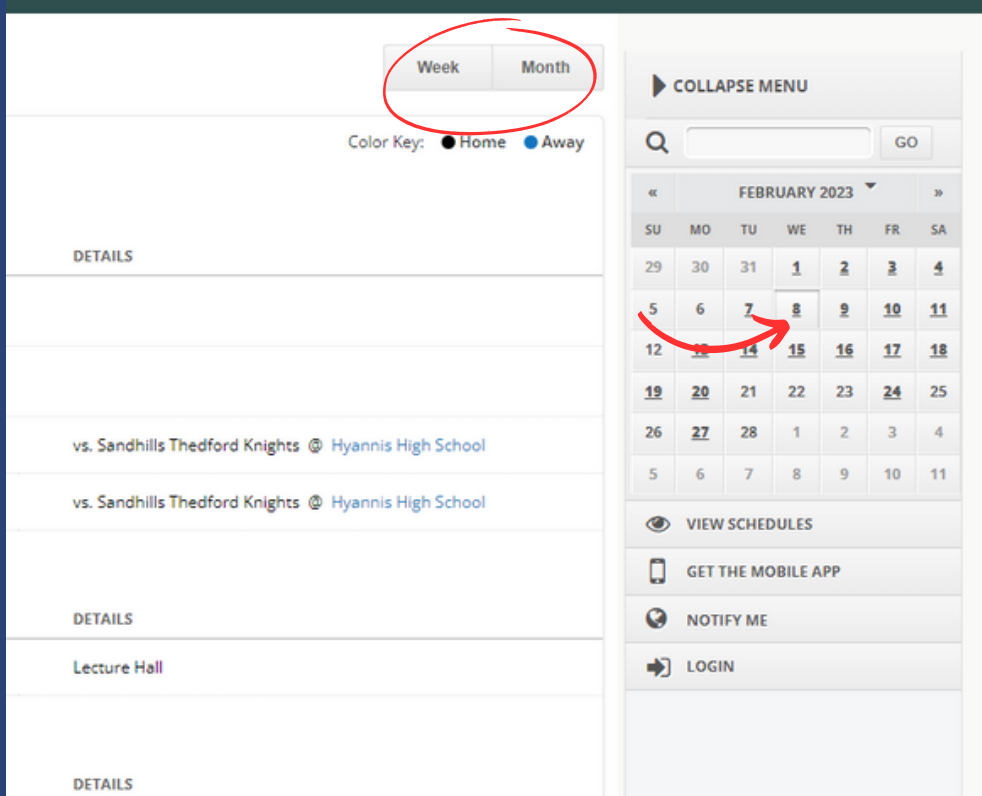


To find more information about specific activities, hover over the name of the activity on the drop-down menu. Another menu will pop up with options to see the online roster and schedule.

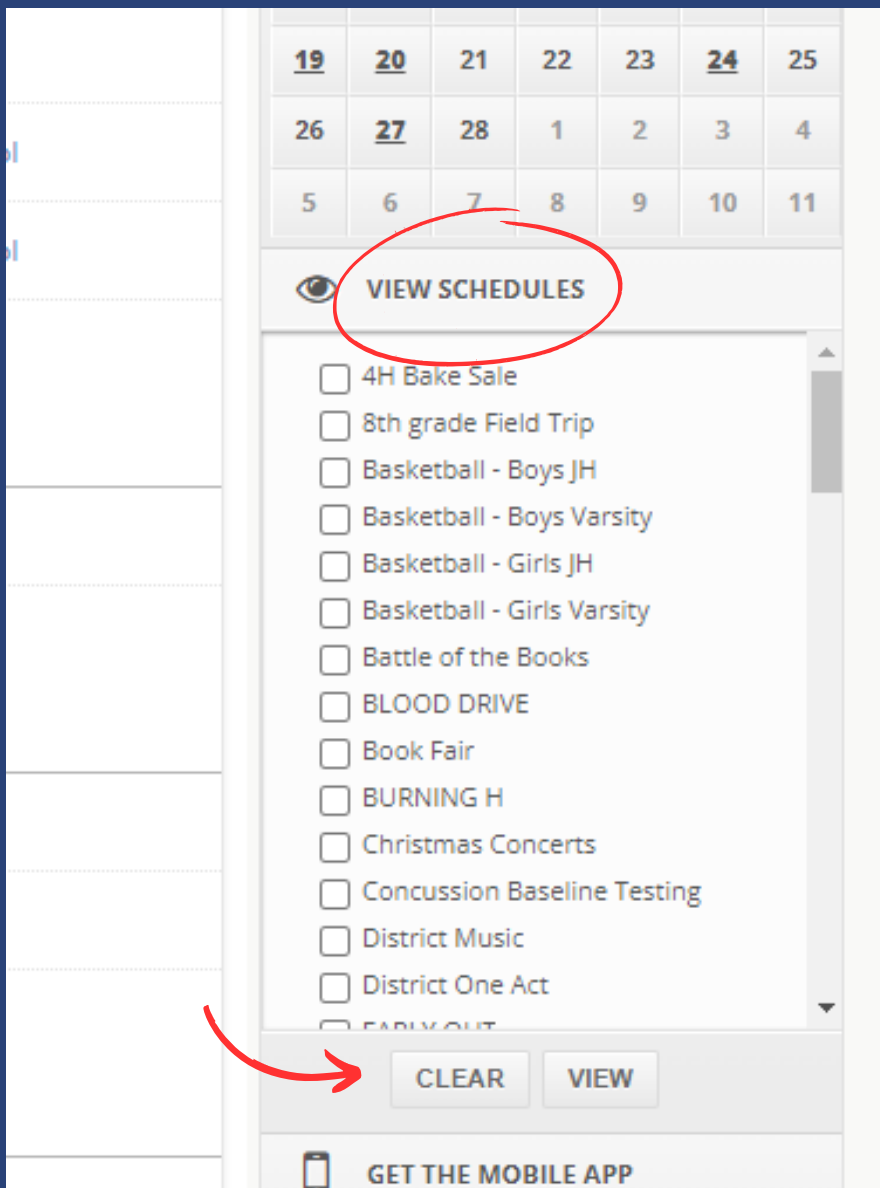
The activities calendar is the main place to find scheduling information. To reach it, click on the link labeled "Activities Calendar."



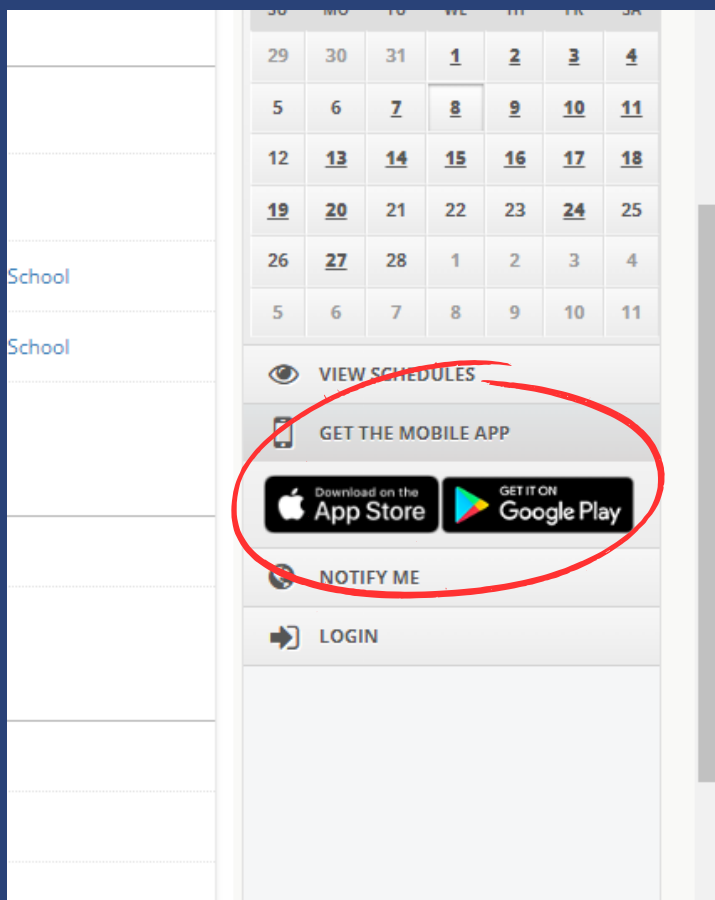




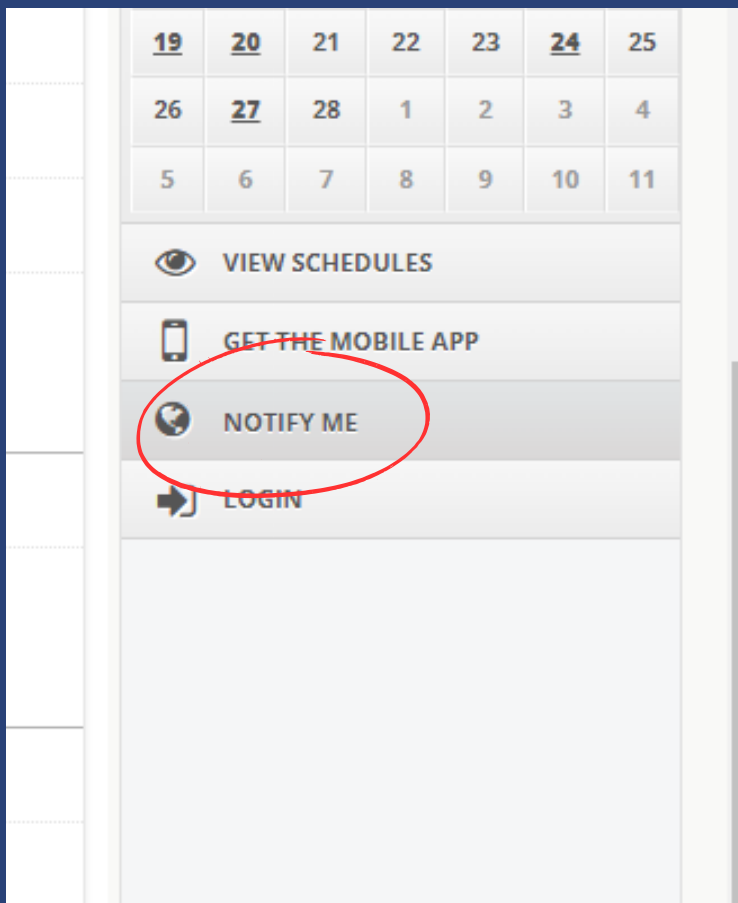
When you click on the "activities calendar" link, it will take you to this page. On the left-hand side, you will see the activities listed. On the right-hand side is a menu. You can click on the calendar days to see them. You can click "Week" or "Month" in the top right corner to see different calendar views.



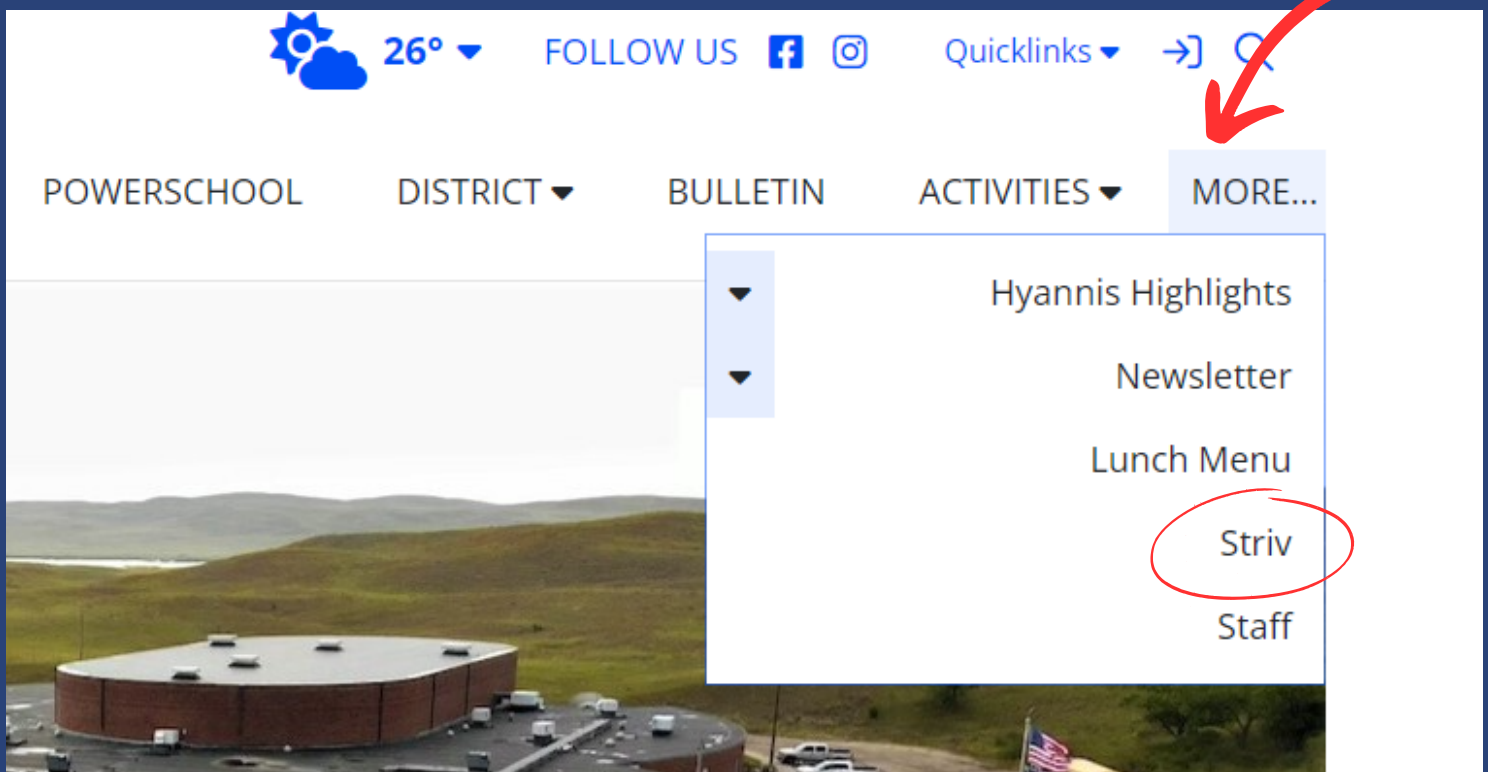
To view the schedules for specific activities, click the "View Schedules" tab under the calendar. Select which activities you want to view. Then, click "view" to see results. To clear your history, click the "clear" button.



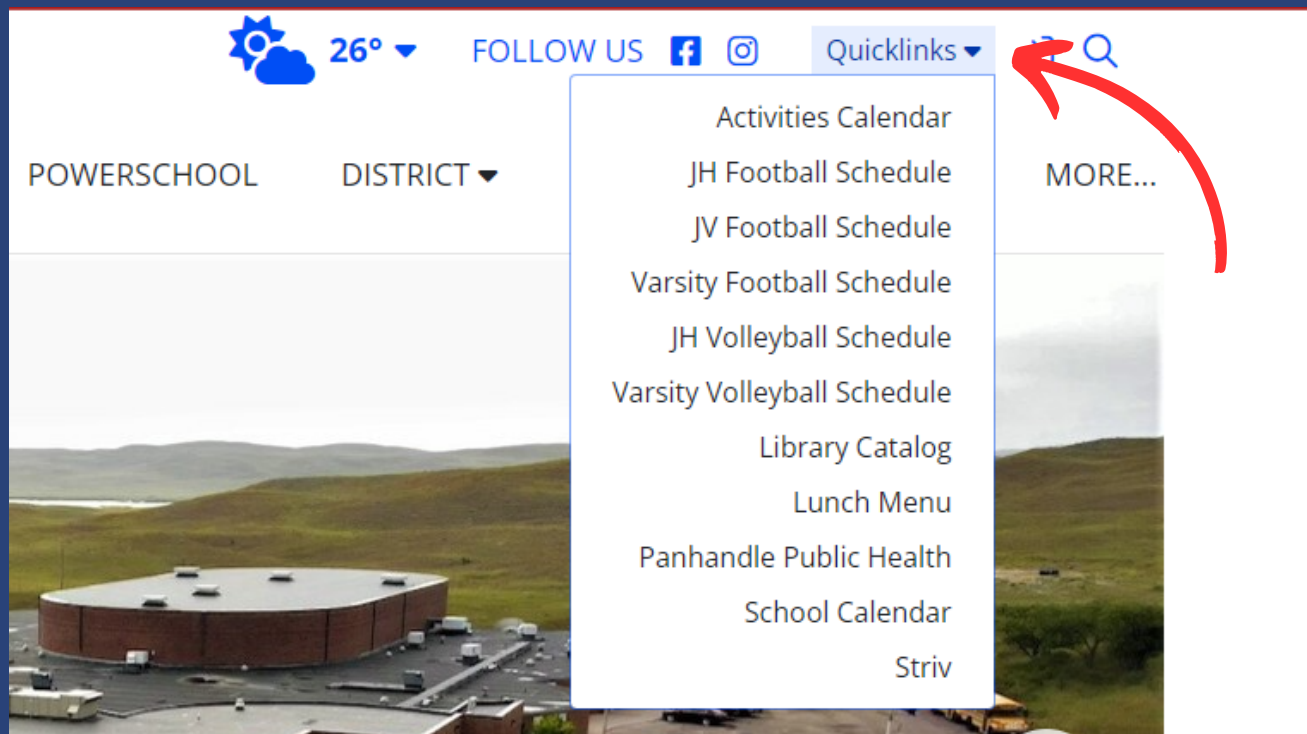
To help keep track of the ever-changing schedule, download the mobile app. Click "Get the Mobile App" tab and select Apple Store or Google Play. After you download the app, be sure to allow notifications so you can hear about schedule changes in real-time!



Another option is to click the "Notify Me" link. This will allow the website to send you an email notification whenever a change is made to the schedule.

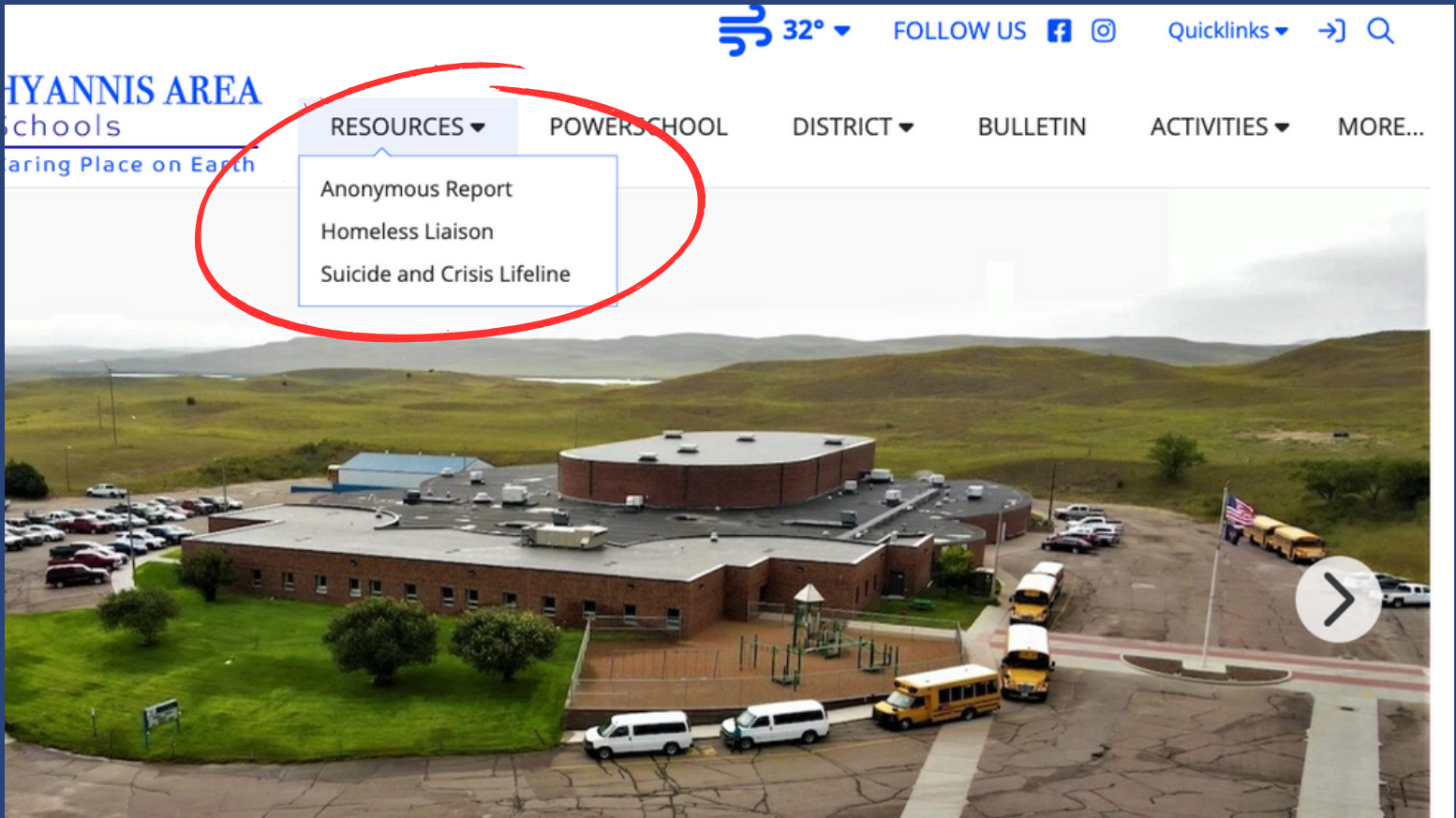


The last tab on the navigation bar is the "More..." tab. This tab leads to the newsletter, lunch menu, striv, and staff information.



If you are in a hurry, you can find shortcuts to important links under the "Quicklinks" tab. This tab can be found in the upper right along with the weather and search bar.

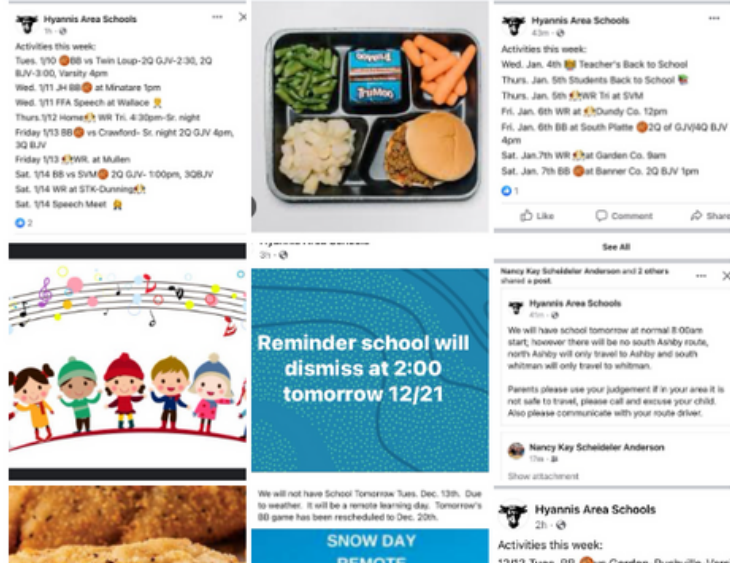




Another new feature of the website that is very important is the "Resources" tab. Under resources, you will find several online resources that the school provides. Under "Anonymous Report" you can click the link to pull up a google form that will allow students, staff, or parents to anonymously report any safety or security concerns. The form does not collect your email and it will be sent straight to Mr. Hawk anonymously. The "homeless liaison" page gives contact information for school personnel that can assist with homelessness. Finally, under "Suicide and Crisis Lifeline" you can access a phone number hotline and a website that can provide support for suicide prevention and crisis help.



INSTAGRAM



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If you are on the home page, you can scroll down to see a variety of announcements and news. Scroll all the way to the bottom to see Hyannis social media posts from Instagram and Facebook. You can click on each post to see it, and be sure to hit the follow button!



**Thanks for learning how to use the website!**