

How to Create Your TeacherWeb site:

- 1) Go to <http://TeacherWeb.com/Intro.htm>
- 2) Click on the "Create your TeacherWeb® site now!" link.
- 3) Select "DC - District of Columbia" from the pop-up list and click Submit.
- 4) On the next page, select "Janney" from the "Choose a School" pop-up list and...
- 5) In the "Enter Teacher or Class Name" box, type in your name. Then click on the Submit button.
- 6) This will take you to the final step in the creation process, a page listing various options for customizing your site.
- 7) In the school Account Code box, enter **PO282BRJN** (the second character is the letter "oh" – NOT the number zero!)

This should be all you need to create your TeacherWeb site, though you'll then need to add content to it. You can do that using the instructions on the following page ("How to Access and Update TeacherWeb Class Web Page"). It's all fairly intuitive and easy to use. Once you've created your site, you can reach it at the following address:

<http://teacherweb.com/DC/Janney/yourname/>

Remember to replace "yourname" in the above address with the name you entered in step 5.

Also, once your site is up and running, you can have it linked through the Janney School website's Classroom Links page:

http://www.janneyschool.org/Classroom_links.htm

I hope this helps in getting your class online!

Best regards,
Erik D. Dahlin

How to Access and Update TeacherWeb Class Web Page

Go to <http://www.teacherweb.com>

- Click on "Students: Find Your Teacher!"
- Choose DC - District of Columbia
- Choose Janney
- Choose your name

When your Homepage appears, do the following.

- From your home page, click on the icon of the page you wish to update.
- From that page, click on the top row of icons. That will take you to the update page.
- Type your updates in the box. Delete the old information.
- Type in the password which is **janneyjaguars**.

To do more, such as change graphics, email address, or add pages, click on the bottom row of icons. A list of options from which to choose will appear. The section "Frequently Asked Questions" will tell you how to do these things and more.

