

## How to see ADMIN options for Teacher Sites

Login as yourself (ADMIN) at [myschooldesk.net/insert district name](http://myschooldesk.net/insert_district_name)

At the very bottom of the screen

Click **HOME** or **MyTeacherSites**



Your Navigation will change



### THE TABS

**HOME** – Takes you back to the MAIN Search PAGE for your DISTRICT

**MY DISTRICT** – allows you make changes to the FOLLOWING

**District Setting** – *District Name / Email*

**ALL SITES** – *View all sites that have been created at your system as well as User Name, Email, Delete & View the teacher site*

**Schools** – *Edit the NAMES of the SCHOOLS for your DISTRICT*

**Curriculum** – *Edit the SUBJECTS for teachers*

**Grades** – *Edit the GRADES levels for teachers*

**Modules** – *Add/Remove for teachers*

**Skins** – *Add/Remove available SKINS for teachers*

**RSVP** – *Edit code and/or date of expire*

**MY SITE** – Will take you to your Teacher Web Page

