

MUSIC STUDENT INFORMATION MANAGEMENT SYSTEM - CHARMS

This year the Depoali Music Department is using a new web-based program called Charms for practice and financial records. You will be able to enter/view your practice information as well as view any financial transactions with the music department. In the future, more components of the Charms program may be utilized. Our music websites will still be the primary location for music information. The band web address is: www.depoaliband.weebly.com

How to access parent/student information in

CHARMS

- Log on to www.charmsoffice.com, hover over the “ENTER” link at upper right and then click the “PARENT/STUDENT/MEMBERS” drop down link.
- Enter our School Code: *DepoaliMusic*
- This will bring up a page that prompts you to enter the ‘Student Area Password’. The password for the student area is your child’s **STUDENT ID NUMBER**.
- You should now be in your student account. You may now create your own, unique password by clicking on the “keyhole” (***Change Password***) button. You should also enter your email address by clicking the ‘Update Info’ button (a blue person). Please do not add any other information at this time.
- Feel free to browse the other apps in your account as we may be using several of these throughout the school year.
- Get the Charms App for your smartphone! Go to your App Store, search ‘Charms’ and select the Charms App for Parent/Student (free download).