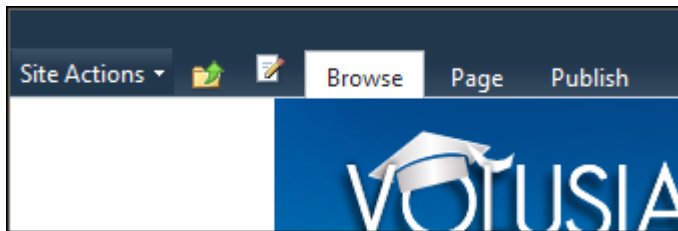


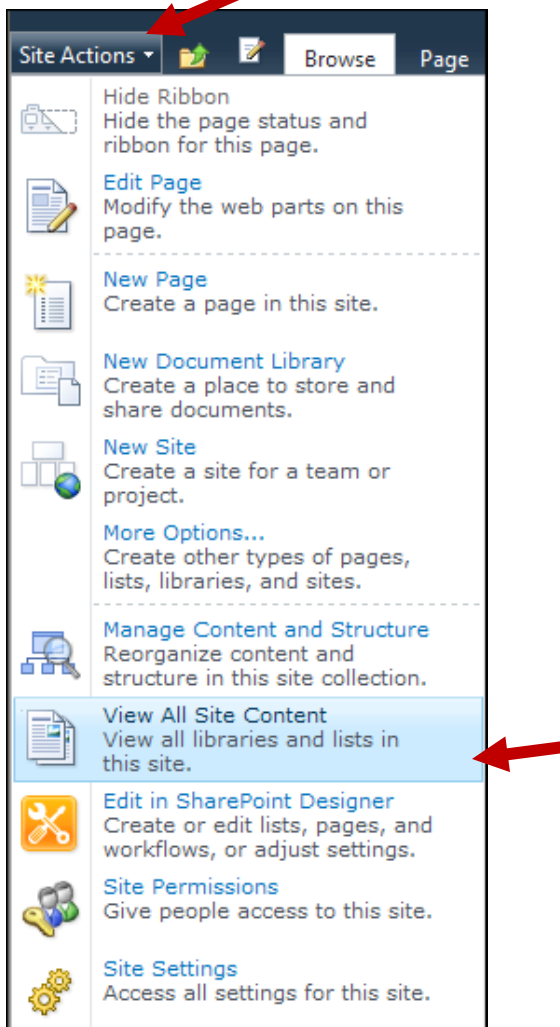
LOGGING IN TO THE SHAREPOINT WEBSITE



The URL to your website will look similar to this: <http://content.volusia.k12.fl.us/technology-services/Pages/default.aspx>, with your department/school name replacing *technology-services* as shown in this example. **This is the URL you will use to edit the page.** Here you will see a site content page.

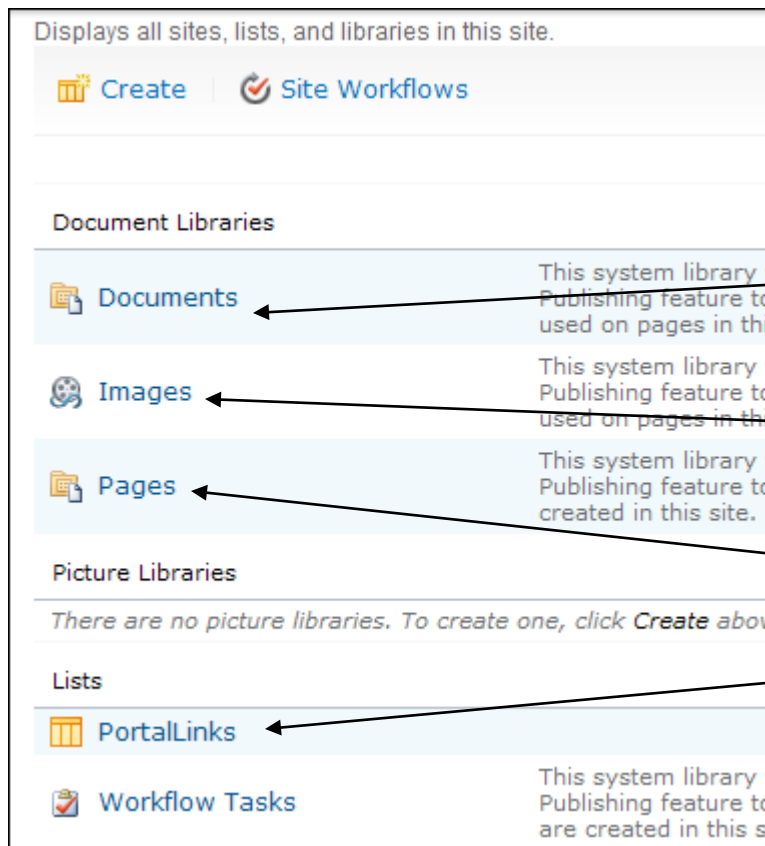


Notice the ribbon at the top.



Let's look around a bit.

Click on the *Site Actions* drop down box and select *View All Site Content*.



This page displays all sites, lists and libraries in this site.

The **Documents** library will hold all documents that you upload to this site.

The **Images** library will hold all images you upload to this site.

The **Pages** library is a listing of all pages in this site.

PortalLinks holds the Resources/Toobar lists.

SUPPORT: For additional questions or assistance, dial extension 20000 for Support Services or send an e-mail to custserv@volusia.k12.fl.us. After transition to SharePoint, training videos and helpful documentation may be found on the district Intranet Website, Propeller. Before transition, training videos and documentation may be found on <http://blackboard.volusia.k12.fl.us>, Propeller Tab, Propeller Studio folder within the Propeller Class Catalog module, **PS.webservices_training**.