

# Elgin Independent School District

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## Teacher Web Sites

### How to: Login to my Teacher Web Site & Access Site Manager

1. Go to your campus web site, click on **SIGN IN**



2. Enter your **USER NAME** and **PASSWORD**



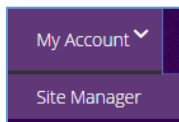
ENTER YOUR USER NAME AND PASSWORD

You can use this site without being registered or signing in, but regist

User Name:

Password:

3. Once you login, you will automatically be taken back to the home page. To begin working/editing your site, click on **MY ACCOUNT** to open **SITE MANAGER**



## Frequently Asked Questions

1. **What is my user name and password to my teacher web site?**
  - Your teacher web site login information is always the same as your network (email) login information. If you change your network password, it will travel with your teacher web site account too.
2. **What do I do if I lock myself out of my teacher web site?**
  - Email the Helpdesk ([helpdesk@elginsid.net](mailto:helpdesk@elginsid.net)) and request your account be unlocked. Please be sure to include your first/last name and your home campus.
3. **What do I do if I don't seem to have a teacher web site?**
  - Email the Helpdesk ([helpdesk@elginsid.net](mailto:helpdesk@elginsid.net)) and request a web site.
4. **What do I do if my teacher web site is listed at the wrong campus?**
  - Email the Helpdesk ([helpdesk@elginsid.net](mailto:helpdesk@elginsid.net)) and request your web site be moved to the correct campus. Please make sure to list the correct campus.
5. **What do I do if I want / need training on how to work on my teacher web site?**
  - Sign up for Teacher Web Site trainings when they are offered by the Technology Department.
  - Contact your Teacher Technologist for assistance.
  - Contact Duane Shaw for a one-on-one training.