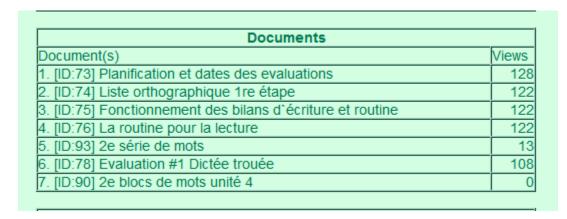
When you login you are at the Dashboard page. Scroll down to the Documents section and you see that you have documents #'s 1 to 7. To upload a new document you have to use a new number. You can upload up to 10 documents (that can be changed).



Go to Upload PDF



Name the document #8 (or 9 or 10)

Your Current Documents. All pdf files are deleted at the end of each school year. Make sure to keep a copy and upload them again if required.

Sample School PDF Uploader
Documents can only have the following characters in their name: LETTERS, NUMBERS, DASH- and UNDERSCORE _
File (max size 3 Meg): Browse. No file selected.
Do NOT upload copyrighted documents unless you have written permission from the copyright holder. This includes workbooks and text books.
Document will be automatically deleted after 2014-06-30 Short Description:
Document # (1 to 15): Language Both VIt is best to use BOTH
Add A Notice on My Page to this Document for the Next Month
Width Half ✓ Display it as a Marquee □
Upload
SPDS

Then edit your web page.

