

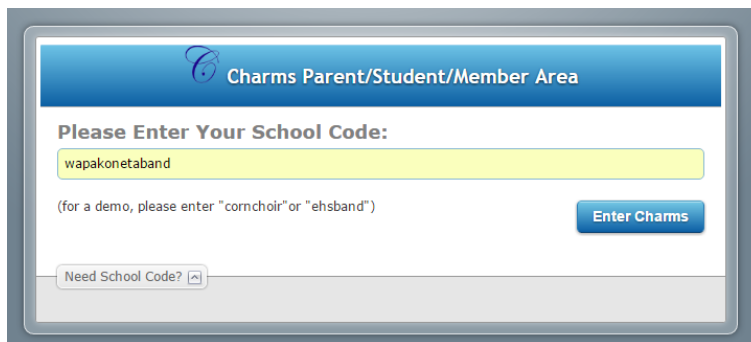
# CHARMS

CHARMS is designed specifically for parents to check their band student's attendance, uniform assignment (HS Only), school owned instrument assignment, form turn-in and band account balance. **All handouts will be emailed to parents, so be sure to update your email address. Click on the *Personal Info* button.**

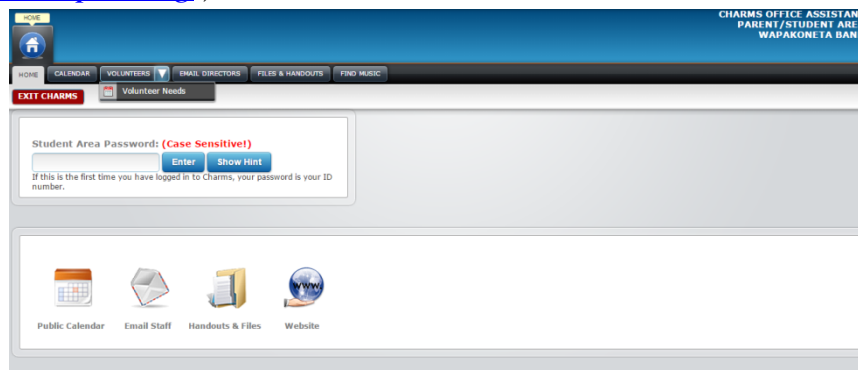
## **STUDENT ASSIGNMENT** **DUE BY: MONDAY, AUGUST 22ND**

1. Log on to [www.wapakband.org](http://www.wapakband.org), and click the “Charms Login” link on the left side of the page.
2. Login to your child's account using the following School Code:

**WapakonetaBand**



3. This will bring up the main parent page. This will allow you to look at the “public” calendar for your organization, event list, handouts and other files.
4. When you enter your child's SCHOOL ID NUMBER as a **Student Area Password**, another more detailed screen appears with even more options to view your student's uniform assignments, music assignments, financial records, forms and inventory. Once you have first entered this ID number, you may create your own, unique password by clicking on the “lock” (**Change Password**) icon. (*The password may already have been changed by your student. If they do not remember their password, email Mr. Wimmers at [wimmst@wapak.org](mailto:wimmst@wapak.org).*)



5. **Update Personal Information** –you may help make changes to your child’s student information page (such as updating phone numbers and email addresses if they change) to help the directors communicate with you more effectively. Click the *Update Info* button.



**Update Info**

6.

HALEY's Information	
Student ID	
First Name	<input type="text"/>
Middle Name	<input type="text"/>
Last Name	<input type="text"/>
Address	<input type="text"/>
City, St Zip	<input type="text"/> <input type="text"/> <input type="text"/>
Phone	<input type="text"/> Cell <input type="text"/>
Cell Carrier	Select Carrier <input type="text"/>
E-mail	<input type="text"/>
Sex	<input type="text"/>
Locker	none   Combination none
Birthdate	8/17/2016 <input type="text"/>
Primary Group	
Other Groups	
Instrument/Part:	Part 1: Percussion Part 2: Not Assigned Part 3: Not Assigned
Info. Updated?	<input type="text"/>

After you have updated the student's and parent's information, type YES here.

**PLEASE MAKE SURE THAT THE PARENT'S EMAIL ADDRESS IS UPDATED!!!!**

You can also download the CHARMS Parent/Student Portal app.



If questions arise, feel free to email Mr. Wimmers at [wimmst@wapak.org](mailto:wimmst@wapak.org).