



## BISHOP CHATARD

We are excited to announce that we are using DirectorySpot again for this year's Student Directory. You can access the directory through an iPhone, Android, iPad, or [directoryspot.net](http://directoryspot.net).

The email addresses you submitted to PowerSchool Registration at the beginning of the school year are the approved user emails for this directory. If you need a different email address or are having trouble logging in, please contact Chelsea Sinclair at [csinclair@bishopchatard.org](mailto:csinclair@bishopchatard.org).

If you find any incorrect information, please contact Allison Mayer, the school Registrar. Her email is [amayer@bishopchatard.org](mailto:amayer@bishopchatard.org), or you can reach her via phone by calling 317-251-1451 and entering extension 2227.

The same changes need to be shared with Chelsea Sinclair so that they are corrected in DirectorySpot. Please email [csinclair@bishopchatard.org](mailto:csinclair@bishopchatard.org) with the needed updates.

### **For iPhone Users:**

1. Go to the iTunes App Store and search "DirectorySpot."
2. Download to your iPhone.
3. Launch DirectorySpot and enter your email address as your user name. Click on "Reset Password" at the bottom of the screen. An email will be sent to you with a link to set your password.
4. Launch the app once you have reset your password.
5. Click on "Login" and you can start using the app!

### **For Android Users:**

1. Go to Google Play and search "DirectorySpot."
2. Download to your Android phone.
3. Launch DirectorySpot, click "Reset Password", enter your email address and an email will be sent to you with a link to set your password.
4. Once you have done that, launch DirectorySpot and enter your password.
5. Click on "Login" and you can start using the app!

### **For Web Users:**

1. Go to <http://directoryspot.net/>
2. Enter your email address as your Username and click on "Reset Password."