



# Beverly Vista Green Pages

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**We are pleased to announce that this coming year the Beverly Vista directory will be available both on your computer/smart phone as well as printed booklet.**

## **Why are we doing this?**

**Online directory will save time** – this new system will help us publish the directory soon after school starts AND we can keep it up to date throughout the school year.

**Online directory reduces errors** - because you enter your information yourself, you can be guaranteed that it's what you want published.

**Printed booklet** – back by popular demand

## **How does it work?**

This system will involve 2 steps: by confirming or collecting your information online, you will then have secure access to the online system.

## **NEW FAMILIES TO THE SCHOOL OR TO THE DIRECTORY**

Please go to: [join.myschoolanywhere.com](http://join.myschoolanywhere.com) and enter code: **GOBULLDOGS**

This is a secure form and you can print your submission for your records. Please be sure to enter and save your child's homeroom teacher.

## **RETURNING FAMILIES THAT WERE IN THE DIRECTORY LAST YEAR**

You will receive an email on 8-16-16 with a confirmation of your current information. Update your information using our secure online form. If you don't think we have your correct email or your email has changed from last year's directory, please go to the link above and enter your information as a new family. Be sure to enter and save your child's homeroom teacher. Thank you.

## **How do you access the new online directory?**

Once we have received and reviewed your family's information you will receive an email with login instructions. Our plan is to go live by the first couple of week of September, so please confirm your data! Printed booklets will take longer since we will need to send it out for printing. We are hoping to have it available by October. If you are interested in purchasing a printed directory booklet, please place an order in the online store when updating your info. Each booklet is \$10.

## **What's so great about the online directory?**

It's secure – your family will have a unique login and password and the directory can't be lost or stolen.

You can search by student's first name, grade, teacher and family last name.

You can create your own custom list of frequently called families.

You can access the family directory from any internet connected device: your computer, smart phone, iPad, etc.

## **Is it secure?**

**YES!** All data is stored behind secure firewalls and can only be accessed by authorized users with a validated username and encrypted password. All data is viewed and passed using SSL encryption.

**For questions or more information, please contact:**

**Elizabeth Nejad**

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