

Help! We need your input for Charms.

Charms is the band management system used by the LBJ Band. We need you to make sure that the information about your student in the Charms system is both accurate *and* complete.

We wouldn't ask you to do this if it wasn't really important.

Please take 5 minutes the next time you have access to a computer, to do the following:

- 1) go to **www.charmsmusic.com**
 - 2) at "Parent/Student Login", enter School Code **lbjhsband** and click "enter Charms"
 - 3) enter your student's ID/password (AISD number)
 - 4) click on the "**Student Info**" icon
 - 5) please make sure all the fields that you can change are filled in accurately
 - 6) when you are through making additions and changes, **click the update button** in top right corner; (you must do this or changes you made will be lost!)
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That's it! After you click update, you may exit.

You are welcome to use the "Change Password" icon on the main page to set your password to something easy for you and your student to remember. Write it down somewhere (like on the cover of your New Member Guidebook) because you'll want to be able to access your student's Charms record again once school starts.

When will you want to log on to Charms? You'll want to go to there often to access the most up-to-date band calendar (complete with clickable details). You'll also want to log in with your child's password to make changes to contact information, to access band files in the Handouts section, or to check on your student's student account balance.

Thank you very much for making sure your student's information is correct.

If you have trouble, email Barbara at baspringer@austin.rr.com for assistance. If you don't have access to the internet, please call Barbara at 257-2685 so she can help you.

Note: One of the ways we keep in touch with other members of our band family is through our Band Directory. Our Band Directory committee uses the telephone, address, and email information in Charms to create the Band Directory entry for your family. This information will be available for you to review at Everything Day. If you do not want all of your contact information included in the Band Directory, please send an email to Danelle Sasser at dsasser@austin.rr.com or call her at 795-8218 and she will do as you ask. (Even if you opt out of inclusion in the directory, Mr. Haynes needs your contact information in Charms.)