Daily Bulletin

Login to School Loop -

5 High School	25) 	Portal Logout 🔮	Settings
	LoopMeil	My Locker	My Calendar	My We	eried		Group
Portal							
Success! Item approved.						New LoopMail	
						NEEDS APPROVAL	
STUDENT TRACKER				View A	RI.	Submitted: Title:	Туре
<70 in 2+ classes						2/1/19 Final Month for online Year sales!	book New
COST Referrals	EL Students						
Fresh Players	JV Football					TOOLBOX	
Latino Focus Group	RFEP studen	its				Site Center Student Rec	ords
Schrenk 9th grade caseload 2017- 2018	Schrenk Case	eload '18-	19			Classron Classron School Stats	
	Test Alpha LI	AT.				NEW 7	
Var Football						INEV	Add News
						Daily Bulletin Monday, Feb. 04, 2010	
CALENDAR						C. Mitchell - Staff 2/3/19	
Add Events		500		.85	•	Daily Bulletin Friday Feb 01 2	019
Sunday				2/3/	19	Barth Paine - District Admin 2/1/19	
Monday				2/4/	19	Daily Bulletin Thursday, Jan. 31	é.
Tuesday				2/5/	19	Barth Paine - District Admin 1/31/19	
Wednesday				2/6/	19	Daily Bulletin Wednesday, Jan.	30,
Thursday				2/7/	19	Barth Paine - District Admin 1/30/19	
Friday				2/8/	19	Daily Bulletin Tuesday, Jan. 29.	

Site Center –

X High School	~			* Portal Lo	gout 🧿 Settings 🔅
Site Contor	LoopMail My Lo	ocker My Calendar	My Website		Groups
Site Center				Pages News & Events	Locker Tools
508 Site contains 508 errors. VIEW ISS	UES				
Manage Minisite Move				PREVIEW	
New -			* *	Schools ~	Staff
Home son		2	3/19 2:00 PM	NAME	=
About & Departments				HIGH SCHOOL	_
Teachers & Students				Daily Bulletin /	
🗅 💌 Calendar & News				Daily Bulletin	-
Daily Bulletin				Current	
Daily Bulletin - Current		2	2/19 5:02 PM	Bulletins are subject to and additions	correction
Calendar		10	9/19 1.58 PM		
Student Newspaper - The Hatchet				Daily Bulletin Monday, F	eb. 04.
% Husky Network [7]				2019	
Articles WHS				The pledge of allegiance: " allegiance to the flag of the	I pledge 2 United 🔹
Contacts & Resources					

Click Daily Bulletin (1) – then Click on Manage Minisite Button (2) opens Minisite Center – click on News and Events Tab mid left

K High School	-	-	-	0	Portal Lapost 🧿 💭
	LeopMail	My Lookar	Ny Calandar	Ny Website	Groupi
Daily Bulletin Minisite	Center				Pages Locker News & Events Tools
- SITE CENTER					
Unpublish Move					PREVIEW
Add New 💌					Schools - Staff
Daily Bulletin					NAME 💻
					HIGH SCHOOL -
					Daily Bulleon /
					Daily Bulletin -
					Current
					Bulletins are subject to correction
					01

News & Events Tab



After clicking the tab for News right side has all Bulletins - new Bulletin for each school day – the top three will display entirely on the page below and show on the Home page as Headline after audience checkbox – WHS example

https://washington-fusdca.schoolloop.com/pf4/cms2/view_page?d=x&group_id=1548491240107&vdid=i 39a237x94ft

Each new one gets Day and date –start each headline with "Daily Bulletin" so they are labeled on the front page when mixed with other Updates (News items)

From this training presentation - <u>http://goo.gl/C4Cgn8</u>

Change Time	Range					~ 1		-	No.	0				I	Sarth I	Paine	Port	tal Lo	gout (?	Settings 🕻 Groups
News/Events	News																				
Set time range	AUDIENCE Publish News For: Mini 1 Optional Destination Homepage (submit for approval)	PUBLISH Publish: 05/29/18	RANGE	Ji Ji	une 20 We	NE Hea 20 Th	dline:	S IT	EN	Mo	Ji	uly 20 We)20 Th	Fr	G						
News by day	1		24	1 2 8 9 15 16 22 23	2 3 0 10 3 17 3 24	4 11 18 25	5 12 19 26	6 13 20 27	5 12 19	6 13 20	7 14 21	1 8 15 22	2 9 16 23	3 10 17 24	4			×			more ¥
Event includes hours			28	29 30)		Enabl	e Dise	26 cussi	27 on	28	29	30	31							
Push content out						At Pu	tach Fi	ile (Pos	t Link											
two years to expire	© 2017-2018								8	8 Pr	swere shool	d by, Loop	Pri	ntact vacy f	lotice	Use	r Agr	reeme	nt Securi	rity & C	Data Policy

Change the Expires Date – maybe just a couple days as the next Bulletin go active

Add Headline	and Details	(body)	Wy Looker My Calend	ar Ny Website	Barth Paine Portal Logo	en 😯	Settings 🔅 Groups	
News/Events	News							
Strong headline - that is the main conten a user will se lead with audience	AUDIENCE Publish News For: Mini 1 Optional Destination approval) tee	PUBLISH RANC	SE NEWS	se Check with your Teache Te	er on in class Testing dates Normal :≝ - :¥E I_x Ω = = ★ → ⊕ Source rour Teacher on in class Te	e iesting dat	less &	
Two lines more detail fine			Enable Attach File Publish	Discussion Post Link Cancel				
	© 2017-2018		r'n	Powered by, School Loop	Contact Privacy Notice User Agreement	Security & P	Data Policy	24
			$\overline{\mathbf{V}}$					

Headline – then in Body add text for update (please note: only use underline for links) you can Bold important text or make text larger for emphasis.



A bit annoying but you Publish the News story (Update/Bulletin) then you go back to Edit the News story again – this way you get ALL the Audience Checkboxes



Then Click Homepage checkbox to send it to the front

Publish again – always take two clicks - News needs both Publish and then "Done" button (confirmation under green Star - mid left on page) – a double action

----- Need to Add or Edit a Bulletin ---- After Published

While logged in - you will see Edit Links / both in "News and Events" Tab and on the Page - Click link to



Aside: We can ignore this error message in School Loop for now. Site contains 508 errors.