



# Winston-Salem/Forsyth County Schools

## WORKSHOP REGISTRATION

NAME:

CHAMIS MICHAEL W

E-MAIL ADDRESS (SUBMITTER)

mwchamis@wsfcs.k12.nc.us

LOCATION:

496-R. J. REYNOLDS HIGH SCHOOL

POSITION:

MUSIC TEACHER

1. \* LOCATION

R. J. Reynolds High

2. \* WORKSHOP NAME

Updating the Teacher Website

3. \* DATE AND TIME OF WORKSHOP

04/30/2015 - 09:10:00

WRKSH ID

128997

WORKSHOP FACILITATOR

BPIEKARSKI

WORKSHOP CONSULTANT/INSTRUCTOR

Piekarski, Brian

WORKSHOP SUBSTITUTE DATA:

SUB CD DESC: No Subs Needed

SUB CD: 04-NS

SUB ACCT CD: No Acct Code

SUB FUND ADM:

DESCRIPTION:

This workshop is for the teachers at Reynolds High School. Topics to be covered during the workshop are: 1) Log into Schoolwires and access the Site Manager. 2) Learn the skills needed to create an effective teacher website. 3) Add links to documents & websites, pictures and graphics to their website. 4) Learn how to create sub-pages. 5) Learn how to upload a documents into Schoolwires. 6.) Learn how to add pictures and size it proportionately in a photo album. 7.) Learn how to create and work with tables. 8.) Learn how to create a survey. 9.) Learn how to update your calendar.

WORKSHOP DATES AND HOURS

DATES

04/30/2015									
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HOURS

1

EMPLOYEE LICENSE AREAS:

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**NOTE:** Press the "Print" button to print copies of your registration form before you press the "Submit Registration" button.

**REQUIRED:** SUBMIT ONE COPY OF THIS COMPLETED FORM TO YOUR PAYROLL SECRETARY AS SOON AS POSSIBLE AFTER YOU HAVE COMPLETED THIS REGISTRATION. YOU MUST STILL GET PERMISSION FROM YOUR SUPERVISOR TO ATTEND THIS EVENT IF YOU HAVE NOT DONE SO ALREADY.

**Currently 117 seat(s) available for this course.**

**DATE SUBMITTED**

**04/29/2015 02:12 PM**