



INSTRUCTIONS TO LOGIN TO THE NCHS WEB SITE

Welcome to the Nolan Catholic High School web site. One of the exciting safety features of our site is the ability to limit access to certain designated pages and information. We recommend all NCHS parents, students, alumni, and faculty/staff take time to sign in and designate which specific communities you belong to in case any of that group's pages are designated as private.

WHY HAVE PRIVATE PAGES?

Say the baseball coach wants to post the team's parent contact information, but doesn't want the general public to have access to that information. The coach will designate that page of the baseball site as private. Only those parents who have designated "baseball" when they signed in will be allowed to view that page.

HOW TO SIGN UP FOR LOGIN ACCESS AND PRIVATE PAGES?

- To login to the NCHS web site, access the site at www.nolancatholicchs.org
- At the upper left-hand corner of the front page, there is a *LOGIN* tab. If this tab is not visible, adjust your monitor display as follows:
 - Click on Control Panel
 - Display
 - Settings
 - Screen Resolution 1280 x 1024
- Click on the Login tab and this screen will appear



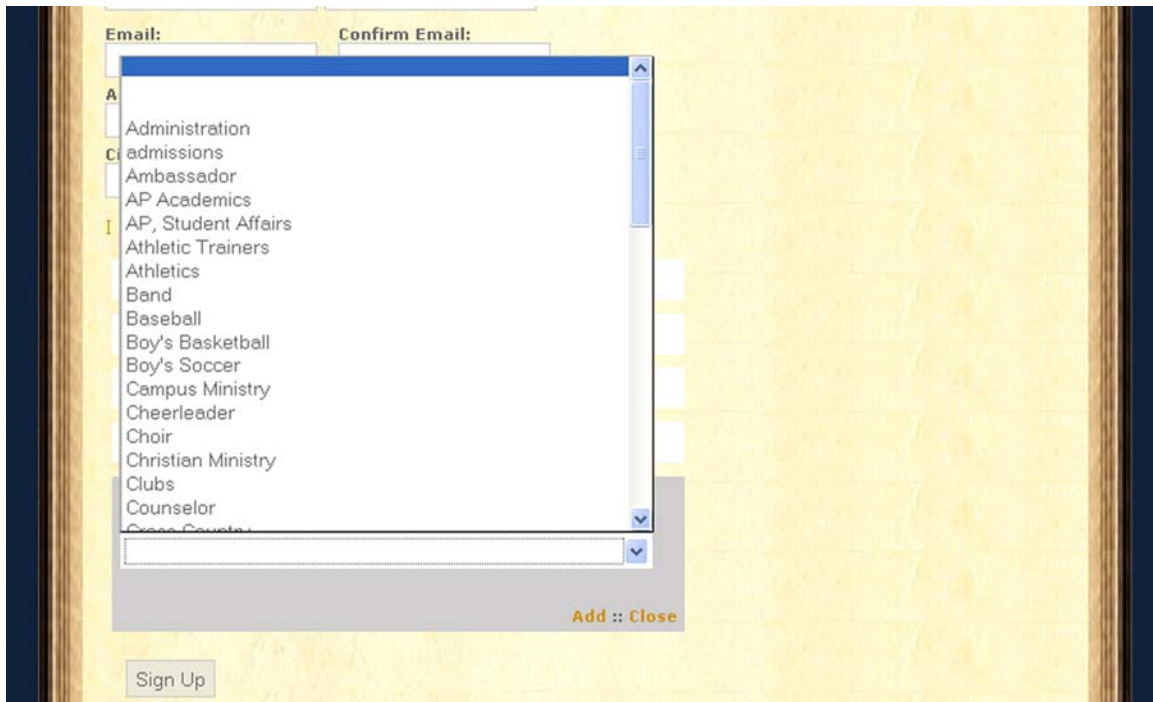
- Click in the register box on the right that says: SIGN UP HERE.
- The page below will appear.

To designate access to private pages

- You'll notice the second section of this sign up screen looks like this:

- Click on the classifications that apply to you, i.e. Student, Alumni, Parent.

- To designate your specific communities, click on ADD AN EXISTING GROUP
- Click on the drop down menu tab and a list of NCHS specific areas will appear



- Click on an area that you're student is involved and click ADD. Repeat this process for all activities.
- When you're finished, click on SIGN UP. Once your information is verified, you will receive an e-mail confirmation that access has been granted.

If you have any questions about the login process or private page access, please contact Annette Kearns at 817-395-0248 or akearns@nolancatholichs.org.