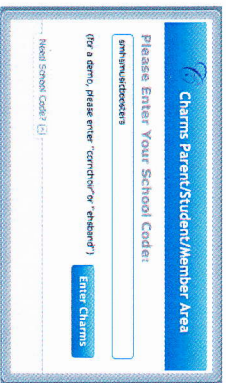


Step by Step instructions on how to access/update Charms

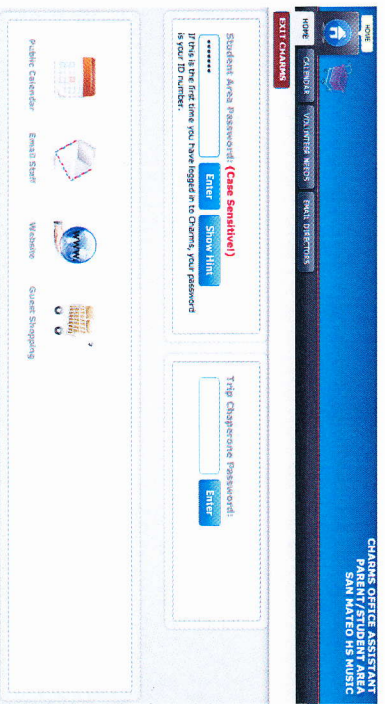
https://www.charmsoffice.com



Hover mouse over top right corner of screen "Enter/Login"  
Select "Parents/Students/Members"

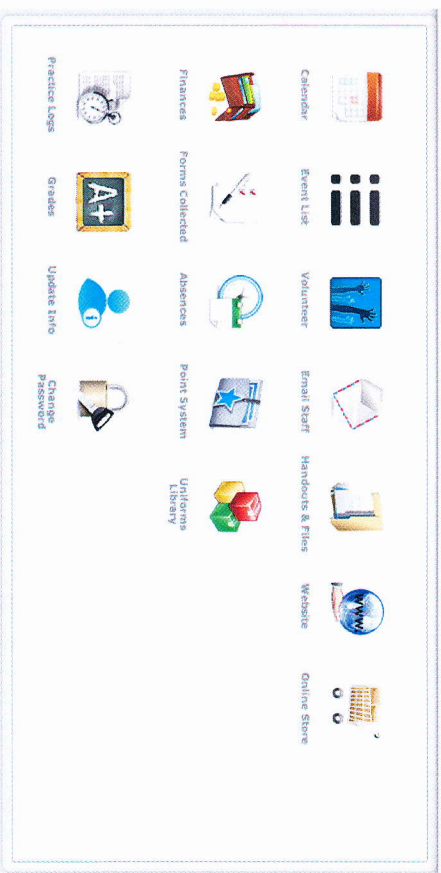
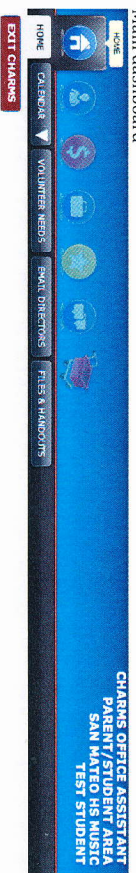


Enter: smhsmusicboosters



Student Password is your student ID (7-digits)

Main dashboard



Please select "Update Info"



Please update student's information and add Adult information.

The music boosters will be sending out all communications via Charms so it is very important that this information is up to date.

At the bare minimum, we will need your full names, address, email and phone numbers updated.

Once you update your student's information, please click on the bottom left "Add new adult" to add the parents/guardians information. One or both parents/guardians can be added.