



Denton High School

the ultimate pursuit of excellence



Schoolwires Quick Start-Basics

Completing your web page template

What is Schoolwires?

Schoolwires is a web-based tool for creating and managing school websites.

Why are we using Schoolwires?

Schoolwires provides our school district with two main benefits:

- It enforces a unified visual style so that all web pages throughout the district maintain a uniform look and feel.
- It provides teachers and other district personal the ability to create and manage web pages without knowledge of HTML or other complex web technologies.

The Importance of Signing In

Both guests and registered users can visit the districts new web site. However, registered users are provided additional benefits.

- Registered users gain access to special content that is not accessible to guests (i.e. library services).
- Registered users are able to create and manage web pages that have been assigned to them (i.e. personal staff web page).

Registered users must **sign in** to gain access to these and other benefits.

*DHS staff are registered members of the district's website. Your username and password are the same as your network login!

Step 1 – Sign In

In order to modify your staff web page you must first sign in to Schoolwires.



1. Open Internet Explorer
2. Click the **Sign-In** button in the upper right corner of the window. (Use the same username and password that you used to login into the computer.)

Step 2 – Complete and Verify Personal Information



1. Click the **Access My Info** button in the upper right corner of the window.

Denton Independent School District - Windows Internet Explorer provided by Denton ISD ...

http://www.dentonisd.org/dentonisd/guestaccount/modifyaccount.asp

Google

File Edit View Favorites Tools Help

Links TV 411 BOA DentonRC DHS-N Eduphoria HEAT Gaggle IT-DISD Andrew DHS-O

Denton Independent School District

Home Our District Employment School Board Departments For Parents For Students For Staff

My Profile

Please update your information in the form below.

* = Required Field

First Name: Hollye *

Last Name: Knox *

Title: CTS

Address 1: 1200 Linden Dr.

Address 2:

City: Denton

State: TX

Zip Code: 76201

Phone: 9403692036

Fax:

Email Address: hknox@dentonisd.org *

My E-Alerts & Subscriptions

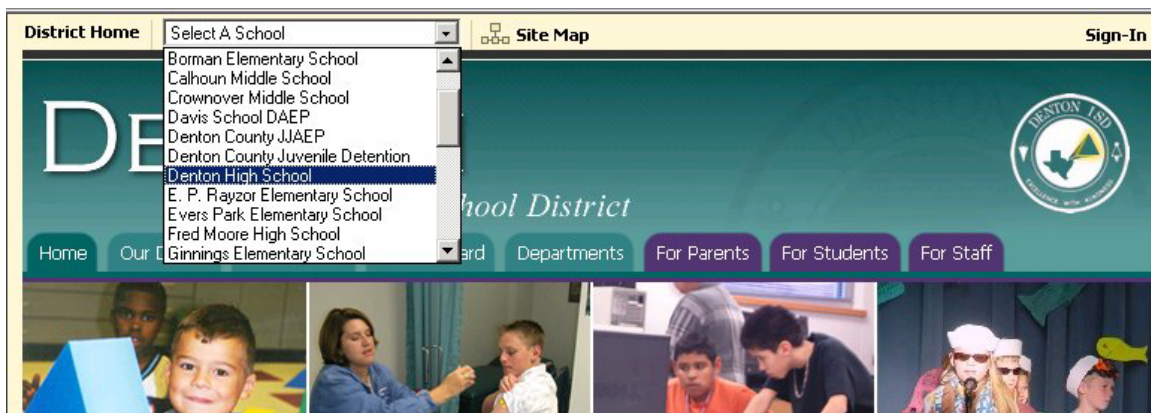
Your E-Alerts are ☒ on ☐ off [Edit Subscriptions](#)

Local intranet 100%

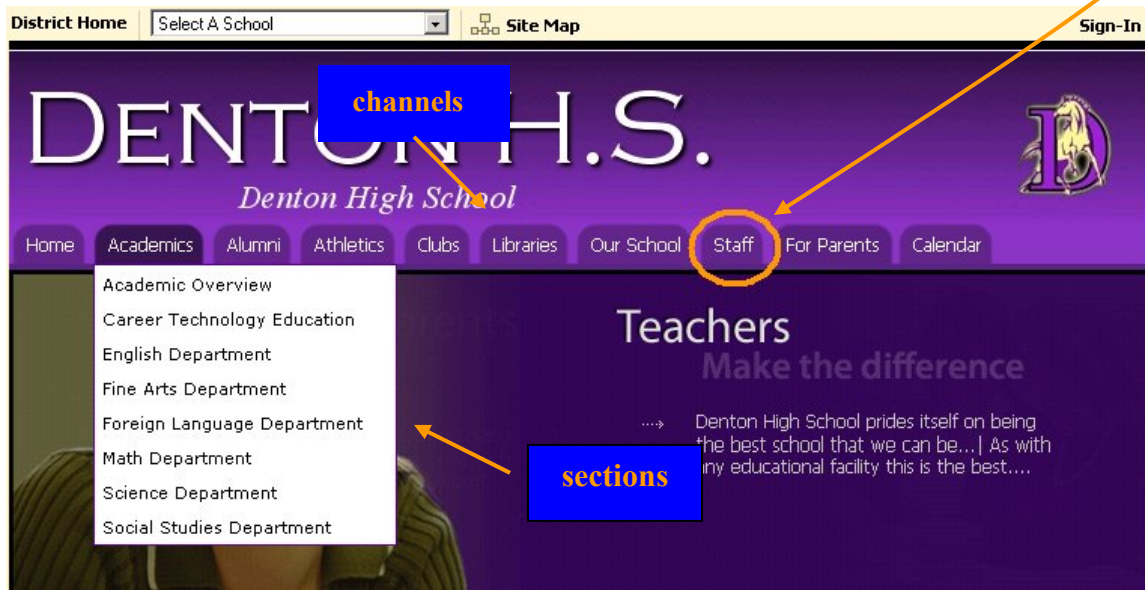
2. Fill out the form using the fields provided. Click **SAVE** when finished. This generates an email that explains that your web site has been updated. Ignore/Delete this message when you get it.

Step 3 – Navigate to the DHS Homepage

1. Use the **Select A School** pull-down menu to select the **Denton High School** home page.



Step 4 – Navigate to your Staff Web Page – Click on “Staff”



Schoolwires Terminology

1. **Channels** are navigation tabs that appear at the top of all web pages.
2. **Sections** appear in a drop-down list when you hover over a channel. If a channel contains more than 15 sections then a drop-down list does not appear. Instead when you click on the channel a sections directory will appear with the list of sections for that channel.

Select your name from the list.

A B C D E F G H I J K L M N O P R S T V W Y Z

Staff Directory

A

- ▶ Abrams, Robin
- ▶ Alikhan, Mir
- ▶ All Staff Email Directory
- ▶ Anderton, Robert
- ▶ Ashcraft, David

B

- ▶ Back, Kera
- ▶ Bailey, Eric
- ▶ Baker, Mark
- ▶ Bason, Carolyn
- ▶ Bates, Bobbv

- ▶ Green, James
- ▶ Griffin, Serena
- ▶ Grindle, Fred
- ▶ Grizzaffi, Erika

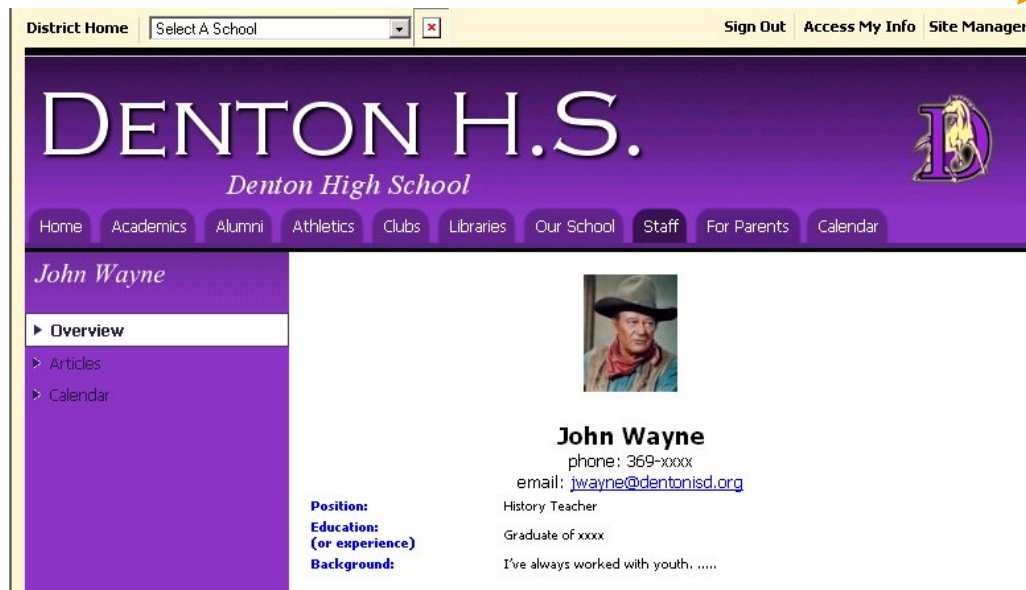
H

- ▶ Haggard, Marilyn
- ▶ Hall, Kala
- ▶ Hardin, Jason
- ▶ Hattori, Heather
- ▶ Hay, Robin
- ▶ Hazzard, Preston
- ▶ Hefley, Scott

R

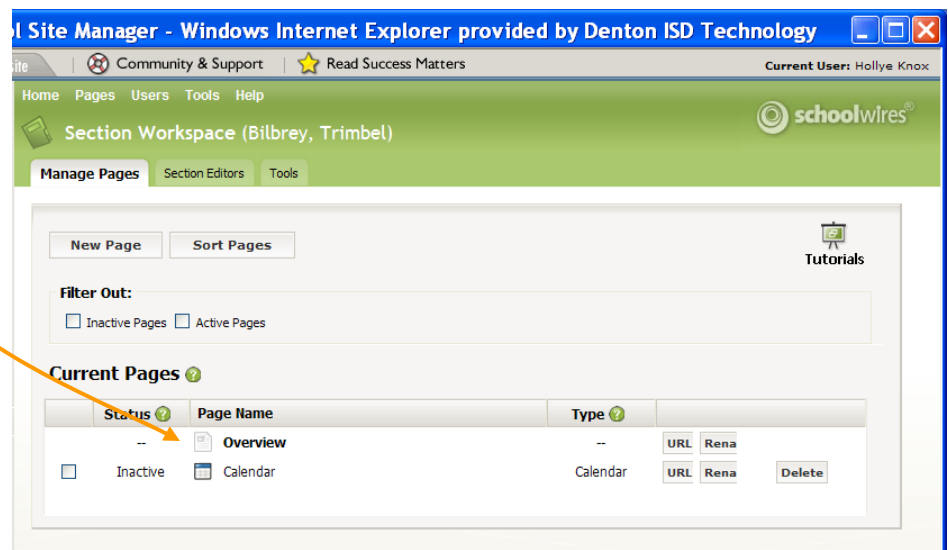
- ▶ Redding, Brian
- ▶ Redman, Jack
- ▶ Reeves, Roderick
- ▶ Retherford, John
- ▶ Reynolds, Royce
- ▶ Roberson, Gary
- ▶ Rodgers, Susana
- ▶ Rodriguez, Marco
- ▶ Rogers, James
- ▶ Rozell, Joe
- ▶ Ruge, Carla

2. Your staff web page should be similar to the sample below.
 - Notice the addition of the **Site Manager** button in the upper right corner. This indicates that you have been given access rights to this section.
 - Notice the headings (**Overview**, **Calendar**, etc..) listed under your name to the left. These are links to pages that were automatically added to your site when it was created. You can rename or delete any one of these pages if they do not meet your design goals.
 - The Overview page is the first page a visitor will see when they visit your site. A simple template has been added to the page to help get you started. The template can be used to list personal and professional information.



Step 5 – Use The Site Manager To Edit Your Site

1. Click on the **Site Manager** button. This will open up your site workspace window where you can make changes to your site.
2. Click: Overview



3. Fill out the staff template with **YOUR** personal and professional information.

Site Manager - Windows Internet Explorer provided by Denton ISD Technology

Community & Support | Read Success Matters

Home Pages Users Tools Help

Section Workspace (Bilbrey, Trimbel)

Home > Edit 'Overview'

PHOTO NOT AVAILABLE

Trimbel Bilbrey
phone: 369-xxxx
email: tbilbrey@dentonisd.org

Position: Position at DHS is.....

VIEW HTML EDIT IN EDIT IN

Save Cancel Create E-Alert...

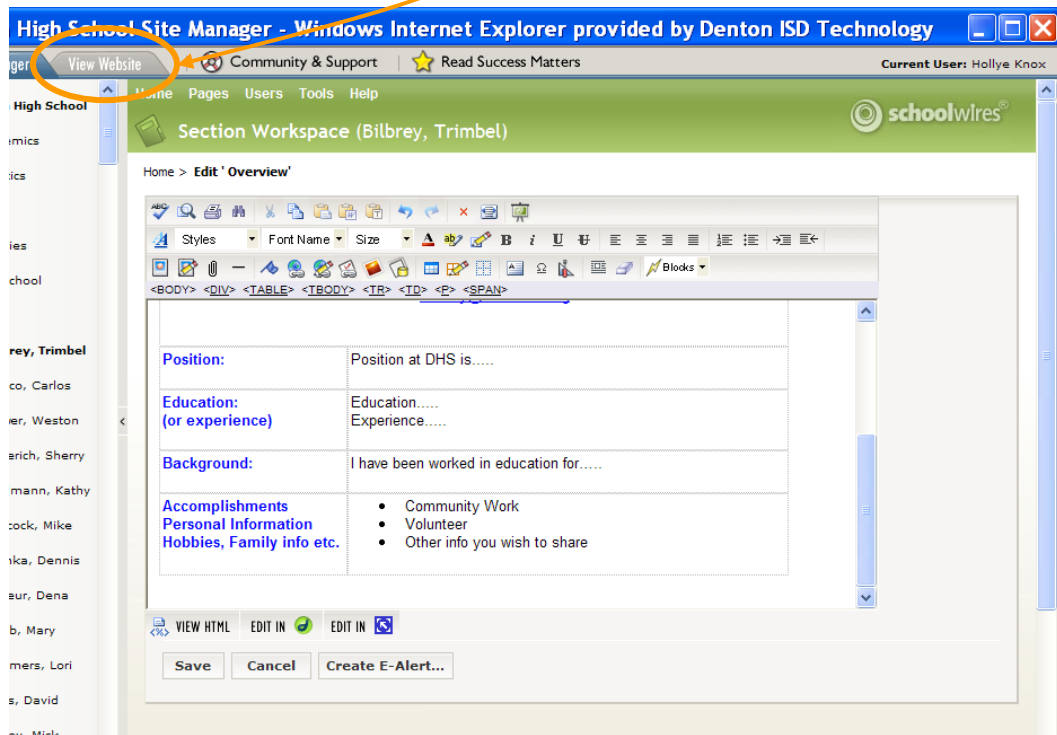
Click inside table (box) to change and add information.

Checklist:

Don't forget to click: Save

- ☺ Correct phone number & email
- ☺ Your position at DHS
- ☺ Educational background
- ☺ Background/experience in education
- ☺ Accomplishments and other information you wish to include

What does your web page look like?
Click: View Website



This is what people see when they go to your web page:

