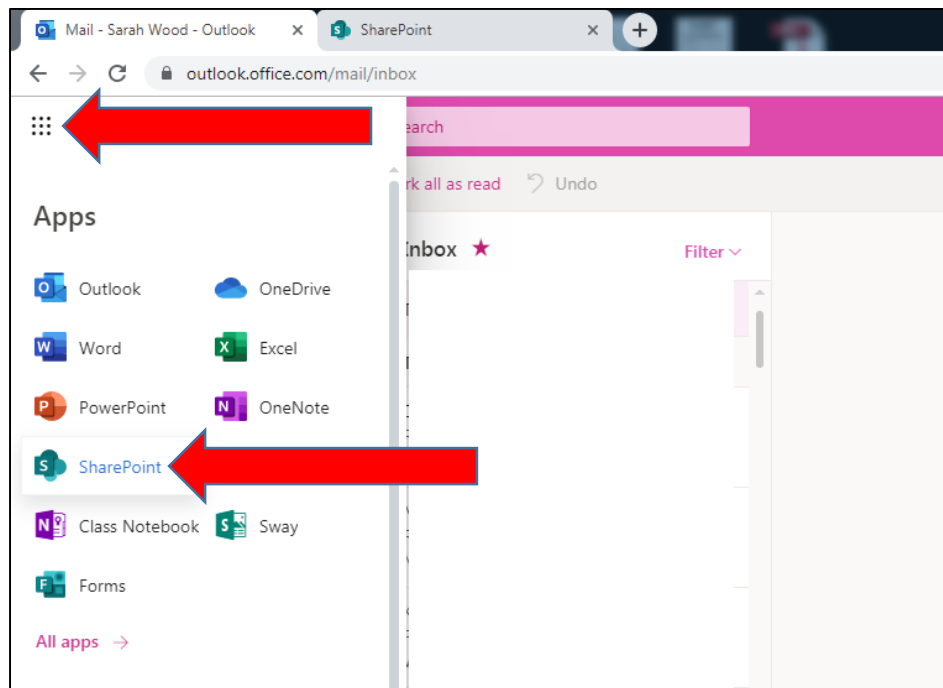
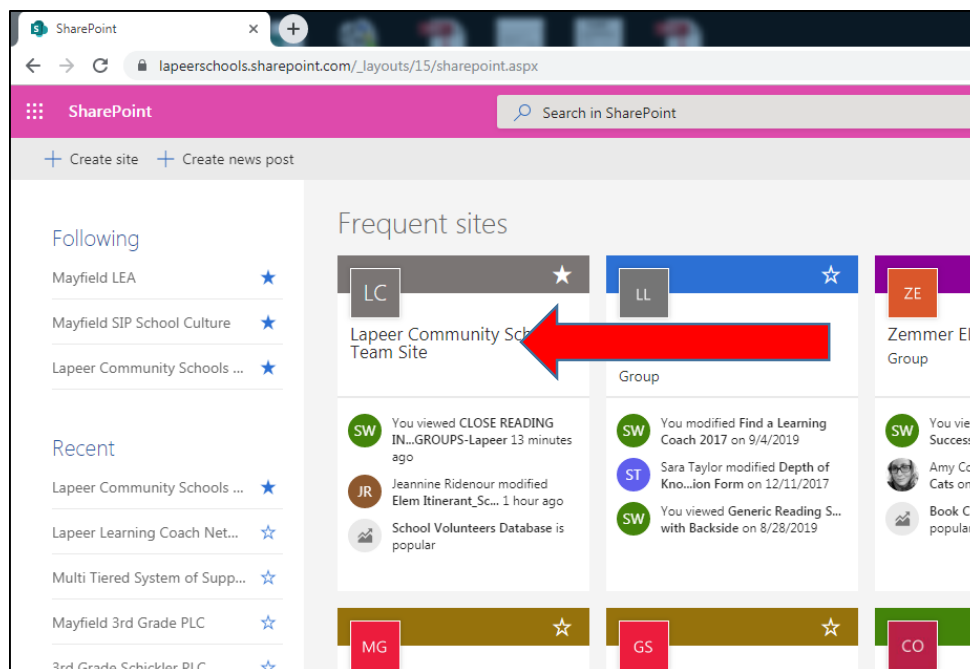


## To access SharePoint and curriculum documents, and the files in the Lapeer Community Schools Team Site (must be in web-based version of email):

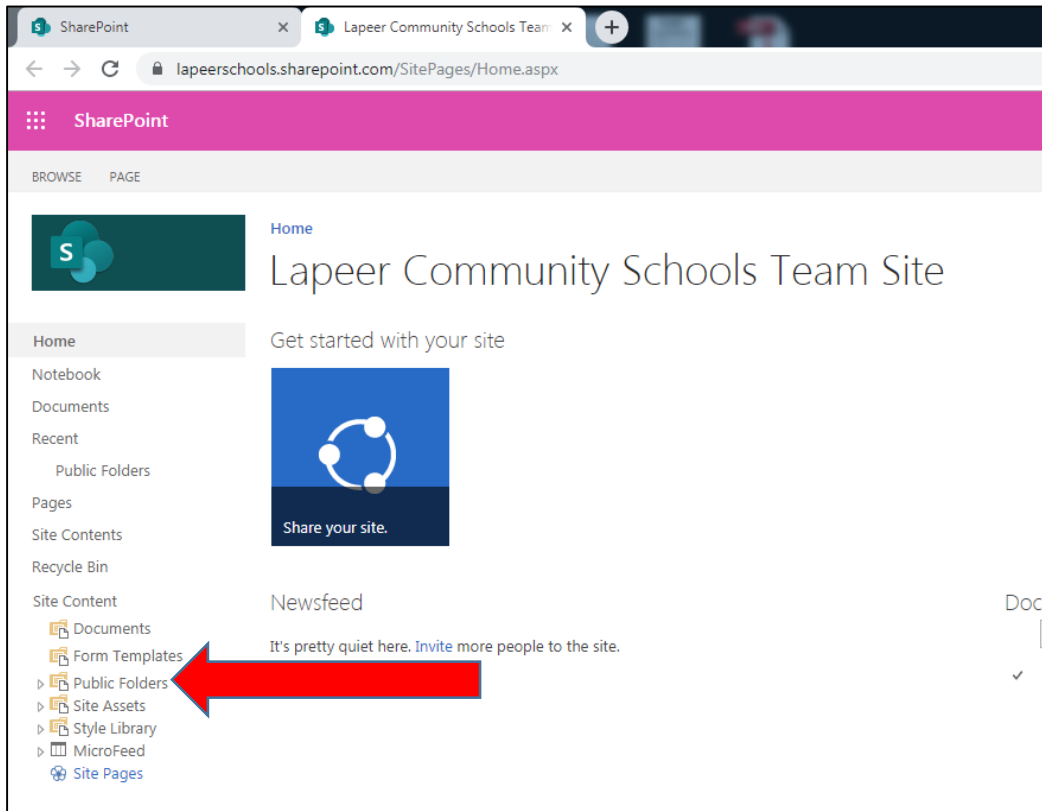
1. In the upper left corner, click on the “waffle” pattern. Some options will appear. Click on the option named “SharePoint”.



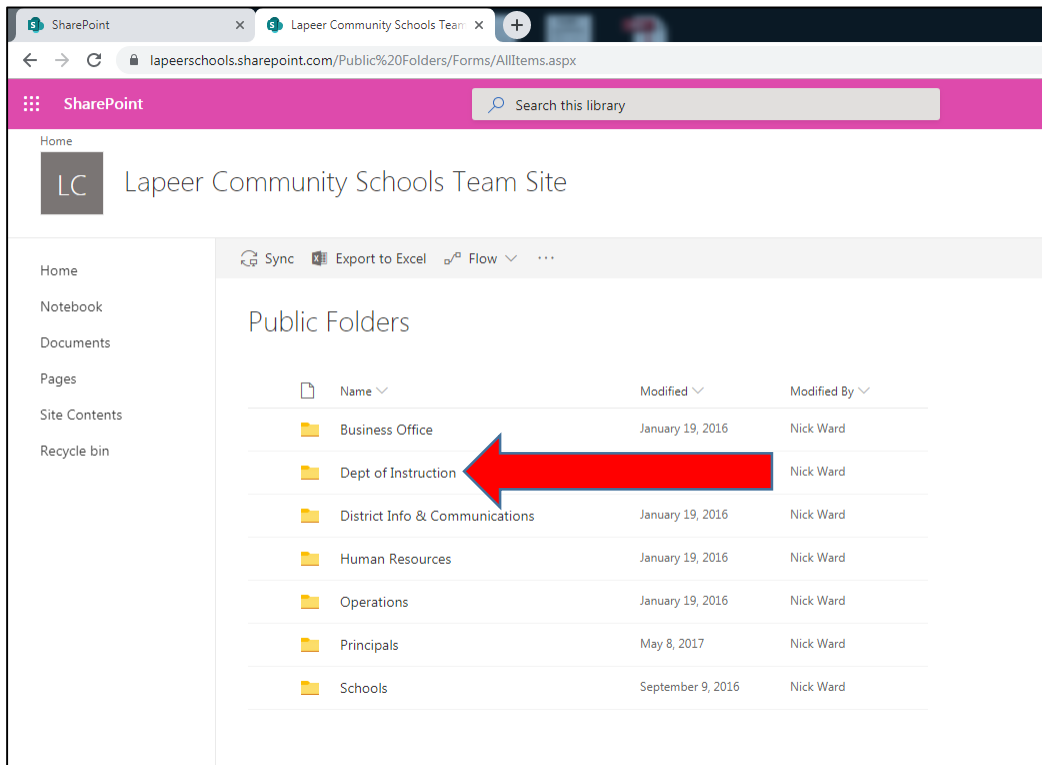
2. Click on “Lapeer Community Schools Team Site”.



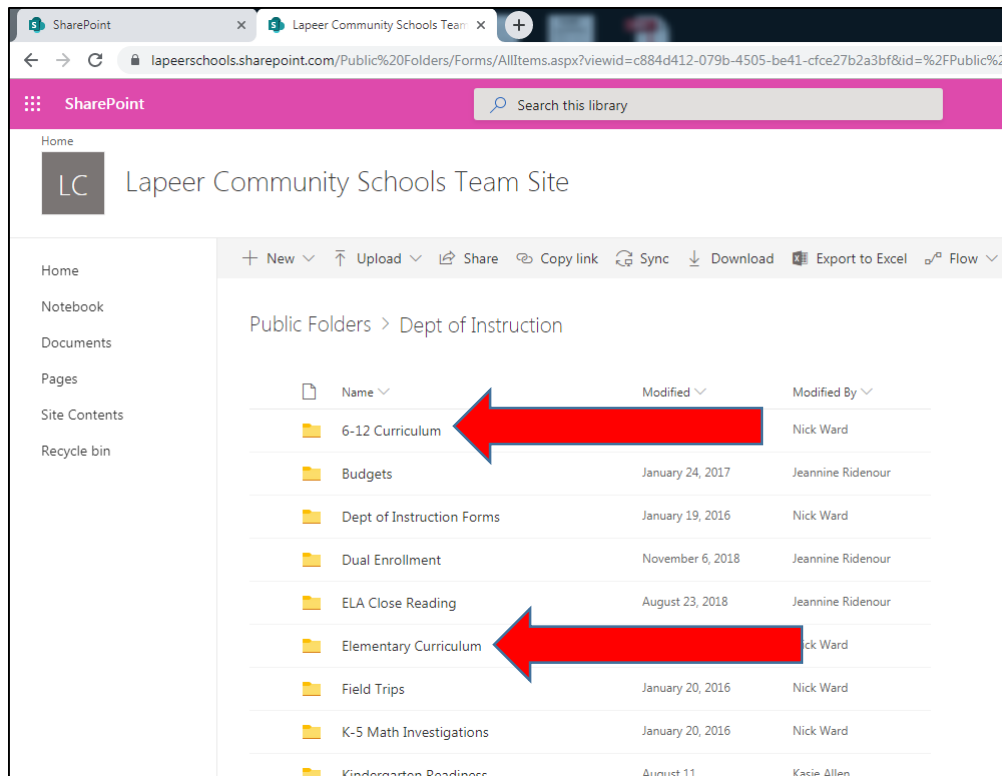
3. In the lower left corner, click on the link that says “Public Folders”.



4. To access documents related to curriculum, click on “Department of Instruction”.



5. If you are elementary, click on the link that is labeled “Elementary Curriculum”.  
If you are secondary, click on the link that is labeled “6-12 Curriculum”.



## 6. Elementary: Click on the folder for your grade level.

The screenshot shows a SharePoint site for 'Lapeer Community Schools Team Site'. The breadcrumb path is 'Public Folders > Dept of Instruction > Elementary Curriculum'. A table lists various folders with their modification dates and authors. A red arrow points to the first folder, 'Elementary Curriculum and Assessment Documents'.

	Modified	Modified By
Elementary Curriculum and Assessment Documents	June 15, 2016	Sara Taylor
E5	January 20, 2016	Nick Ward
Fifth Grade	January 20, 2016	Nick Ward
First Grade	January 20, 2016	Nick Ward
Fourth Grade	October 21, 2016	Jeannine Ridenour
Kindergarten	January 20, 2016	Nick Ward
Second Grade	January 20, 2016	Nick Ward
Specials	January 20, 2016	Nick Ward
Third Grade	January 20, 2016	Nick Ward
xPLTW	June 27	Jeannine Ridenour
Time Allocation 2019-2020.doc	September 6	Jeannine Ridenour

## Secondary: Click on the folder for your subject area.

The screenshot shows a SharePoint site for 'Lapeer Community Schools Team Site'. The breadcrumb path is 'Public Folders > Dept of Instruction > 6-12 Curriculum'. A table lists various subject area folders with their modification dates and authors. A red arrow points to the 'Electives' folder.

	Modified	Modified By
Electives	July 19, 2016	Doug Lindsay
English Language Arts	November 15, 2017	Andrea Payne
Mathematics	May 20, 2016	Doug Lindsay
Science	July 19, 2016	Doug Lindsay
Social Studies	July 19, 2016	Doug Lindsay
World Language	May 20, 2016	Doug Lindsay