

# Ed Tech



Supporting multiple learning modalities for using technology and distance learning as a tool in your classroom, school, district and life.

## DART Byte: Editing Notes

Notes are the three notices that show in the center of the Home Page.

They are edited using the “Edit Notes” link in the bottom left under the Admin Area.

Editing or creating the notes:

### DART Site UNK System Status & Reminders



This section can be edited to add "Important" announcements. This can be edited by District-Wide staff and Principals/designee.



This section can be edited to add "Warning" announcements. This can be edited by District-Wide staff and Principals/designee.



This section can be edited to add "Tip" announcements. This can be edited by District-Wide staff and Principals/designee.

Choose One | reset | save all changes

Choose One

- DIO
- ELI
- GAM
- GLV
- KKA
- KTS
- SHH
- SKK
- SMK
- SVA
- TLA
- UNK
- WAA
- WBB
- WMO

Tip:

- 1) Click the Edit Notes link on the bottom left.
- 2) If you are district-wide user you will need to choose the site to edit. If you are a site admin you will get your site as a default.
- 3) Once you have the site selected to edit you then type the text you want to appear into the dialogue box for each section. I recommend that you use Word or some other program as this area does **not** have spell check.

4) When you finish entering text click the “save all changes” button. save all changes

5) Use the “Home” link to go back to the home page and view your changes.

Uses:

There is no particular criteria for these three categories and you can place text in just one or two of them and then the program will only display the fields with text in them. District-wide users can edit all 15 sites. For instance, NACTEC could put a session application deadline in the Important category to remind teachers, students and admin.

**Important**



**Warning**



**Tip**

