

Getting Started!

Welcome and Thank you for registering at TheDirectorsRoom.com!

This message will remain on the Dashboard until you click the button at the bottom of the page. You can also find it under the 'Site Orientation PDSs' box over there on your right. It'll remain there after you've clicked the checkbox, just in case you need it for additional reference!

You'll find more details in the 'Getting Started' pdf, but here's the quick checklist:

1. **Check your Profile** (See your username at the top-right-hand corner of the page? Click that and then the "Profile" link.)
2. **Add your school(s)** ("Schools" link at the top of the page)
3. **Check your organization memberships** ("Organizations" link at the top of the page. This is especially important if you've come here to register your students for an organization's event!)
4. **Add Students** (Absolutely! But note, it'll be easier on your time and fingers if you'll encourage your students to self-register on StudentFolder.info. Once they add their information there, you'll immediately see it here!)
5. **Add Ensembles** (Really? Yup. Our goal is to be your one-stop-shop for managing *all* of the thousands of data points which make up your program. Ensembles are a big part of that program.)
6. **Add to your Library** (What's an ensemble without music to perform. Build your library here and stop worrying about what music you have. We'll keep track of it here...and much more...)
7. **Register your students for open Events** (Once approved for organization membership and populating your student roster, you can use that information to quickly register your students on-line for your organization's events. And your students can again save you time and trouble by registering themselves at StudentFolder.info!)