

Getting the Most Out of SchoolFusion

Holy Trinity Episcopal School has been using the SchoolFusion system for the last few years to facilitate communication between school and home. As we have learned more about the system, we have realized that one of its most powerful features is its calendar.

You may have noticed that each classroom has a calendar on which important dates are recorded. Most of us, though, need information from many calendars. This is the strength of the system.

When you sign in, you can see a personalized calendar that includes only the information for classrooms or groups of which you are a member.

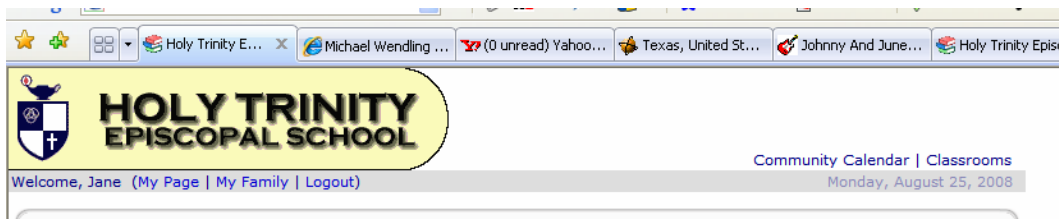
For example, consider Jane Titan, the parent of a 5th grade student named Joe and a 2nd grade student named Tom. When Jane wants to know what is going on, she has to go to the Holy Trinity SchoolFusion site.

www.holytrinity.groupfusion.net

There she can sign on with her username and password.



Now she has new options.



When she clicks on 'My Family', she sees a page with information on her two sons, Joe (5th grade) and Tom (2nd Grade)

HOLY TRINITY EPISCOPAL SCHOOL

Welcome, Jane (My Page | My Family | Logout) Community Calendar | Classrooms
Monday, August 25, 2008

My Family (Add your student)
My Family helps you keep track of your student(s). Their assignments, class websites and more are accessible from here.

Joe

- View Joe's assignments and events
- Setup email notifications
- 5th Fine Arts
- 5th language Arts
- 5th Literature
- 5th Math
- 5th Science
- 5th Spanish
- 5th World History

Tom

- View Tom's assignments and events
- Setup email notifications
- 2nd Spanish
- Lower School Fine Arts
- Second Grade
- Trinity Volunteer Association

[Click here to view all of your students' calendars at once](#)

She can view information about her children individually or together using the link at the bottom of the page.

HOLY TRINITY EPISCOPAL SCHOOL

Welcome, Jane (My Page | My Family | Logout) Community Calendar | Classrooms
Monday, August 25, 2008

My Family > Joe, Tom > Assignments & Events (Back)
Assignments and group events are shown. [Synchronize Calendar](#)

Day	Week	< August 24, 2008 - August 30, 2008 >	Month	Year
	Sunday August 24, 2008	<ul style="list-style-type: none"> 5th - Sorting Living Things (8:00 AM) 5th - Finish Henter & Gatherer Questions (8:00 AM) 	Monday August 25, 2008	
	Tuesday August 26, 2008	<ul style="list-style-type: none"> Seco - Math 5th - Sorting Living Things (8:00 AM) 	Wednesday August 27, 2008	
	Thursday August 28, 2008		Friday August 29, 2008	
	Saturday August 30, 2008		<ul style="list-style-type: none"> Seco - Reading Seco - Geography Seco - Spelling Words- Unit 25 5th - Spelling Test (8:00 AM) 	

Select a Week
Skip to the following week
August 25 2008 Go

javascript:open_syncro()

The default view for the student calendars is by week, though clicking on the Day, Month or Year links on the calendar will change the view.

HOLY TRINITY EPISCOPAL SCHOOL

Welcome, Jane (My Page | My Family | Logout) Community Calendar | Classrooms
Monday, August 25, 2008

My Page
My Page is your personal & private area within Holy Trinity Episcopal School. Personal Preferences

My Events for Today Add | Edit Events

- Seco - All About Me Project
- 5th - Spelling Pre Test Unit 1
- 5th - Sorting Living Things
- 5th - Cave Drawing

My Groups

Classrooms

- 2nd Spanish
- 5th Fine Arts
- 5th Language Arts
- 5th Literature
- 5th Math
- 5th Science
- 5th Spanish
- 5th World History
- Second Grade
- Trinity Volunteer Association

Key

- You are an administrator of this group
- Quit group
- Subscribe to group's weekly "Recent Activity" email
- Information (Place mouse over)

Homework due this month

- Seco -Reading 8/18/2008
- Seco -Math 8/26/2008
- Seco -Reading 8/29/2008
- Seco -Geography 8/29/2008
- Seco -Spelling Words- Unit 25 8/29/2008
- Seco -All About Me Project 8/25/2008

My Files Upload File | Create Folder
You do not have any files uploaded.

My Tasks Add Task
You do not have any tasks.

My Notes Add Note
You do not have any notes.

Calendar: < August, 2008 >

S	M	T	W	T	F	S
						01 02
03	04	05	06	07	08	09
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
						31

[View Enlarged Calendar](#) Add | Edit Events

By clicking the 'My Page' link, Jane has a page where she can view her children's events and even schedule her own personal events so she can see them on the same calendar as her children's events.

Clicking on 'View Enlarged Calendar' will give her a full-screen calendar with which to work.

HOLY TRINITY EPISCOPAL SCHOOL

Welcome, Jane (My Page | My Family | Logout) Community Calendar | Classrooms
Monday, August 25, 2008

Holy Trinity Episcopal School

Search Calendar Events [Overlay Personal Calendar](#) | [iCal Feed](#) | [Synchronize Calendar](#) | [Advanced Search](#) | [Help](#)

Day	Week	< August, 2008 >					Month	Year
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
					1	2		
3	4	5	6	7	8	9		
10	11	12	13	14	15	16		
17	18 Gen - First Day of School Gen - Convocation Today's Menu	19 Today's Menu	20 Today's Menu	21 Today's Menu	22 Today's Menu	23		
24	25 Today's Menu	26 Today's Menu	27 Today's Menu	28 Today's Menu	29 Today's Menu	30		
31								

Options

- View key
- View event list
- Export events

Select a Month

Skip to the following month

August 2008 Go

Finally, on the 'Community Calendar' page, there is an option to 'Overlay Personal Calendar'. This will allow you to see your events, your children's events with the all-school events.

Also on this calendar are options for syncing with other calendar products and PDA's. Experiment and see what success you have making Fusion work with other products.