

Charms Account Updates

August 28, 2017

Dear Students and Parents,

As we begin the new school year, we ask that you take a couple of minutes to update your student's information in our Charms system.

1. Go to www.CharmsOffice.com
2. Enter our school code: SomersMusic
3. Enter your password: your school ID number (can be found on your schedule), unless you changed it
4. Click on the icon that looks like a person (Student Info)
5. Click on Personal Information
6. Update/fill in any missing information
7. For your birthdate, it works best if you click on the calendar, then click on the YEAR, then click on the day.
8. Click the green box that says "Update"
9. Congrats! You're done!
10. Bonus – click "add a new adult" and enter your parents' information.

Thank you for helping us get organized so we can have a fun and productive year! Please let Mrs. Wolf or Mrs. Kraus know if you have any questions. Thanks!

Musically Yours,

Jessica Wolf
Band Director

Marika Kraus
Choir Director