SPMS BAND CHARMS KICK-OFF

WHAT IS CHARMS?

Charms is our band database software and allows us to communicate with our band families. Most communication from the band directors will be generated through Charms.

HOW DO I LOG ON TO CHARMS?
1. Log on to www.charmsoffice.com and locate "Log In" in the upper right corner. Click on Parent/Students/Members.
2. Enter the school code (Switzerland) then click "Enter Charms".
3. Enter your ID NUMBER in the StudentAreaPassword field. Your ID = First Name, Last Initial and high school graduation year Ex: MaryL26.
4. Change Password to a personal password.

HOW DO I USE CHARMS?

Please use Charms to:

1. Update your info. Your EMAIL ADDRESS is the #1 priority. Please also update your preferred contact phone number and STUDENT'S t-shirt size.

2. Check the online calendar for performances and upcoming deadlines.

3. Sign up to volunteer

There are many opportunities to volunteer to help the band program. These opportunities include helping with uniform fittings at school, helping with concerts and special events and the need for Testing Proctors. A link to volunteer for any upcoming activities will be emailed to parents and will also be posted on our Band Parent Association Facebook page.

4. Check for Fair Share and Instrument Rental Fees

After logging on to your account, click "Finances" on your page to see a breakdown of any amounts due.

To Pay by Check: Please send a check in an envelope marked with your student's name, Fair Share for Band, Guitar, and/or Instrument Rental. *Please make the check payable to "SPMS Band Boosters."*

To Pay by Paypal: Log Onto www.charmsoffice.com ; Click on the "Finances" icon; Click on the blue "Pay Online" button. If this is your first time logging in to CHARMS, please make sure you follow the log in instructions outlined above.

JOIN OUR FACEBOOK GROUP:

SWITZERLAND POINT MIDDLE SCHOOL BAND PARENT ASSOCIATION

Please feel free to email Kyla Pretty at kyla.pretty@FloridaNetworkRealty.com if you need help.