



# How to Log into CHARMS



You can use any internet connected device to log into CHARMS.

- You can do this at home or at school. We have desktop computers and iPads available in the Band room for student use.
- You can do this on your mobile device as well if you use the CHARMS BLUE app from the App Store or the Google Play Store.

## How to log in on a COMPUTER

- 1) Using Google Chrome, go to <http://smithaband.org>.
- 2) Click on the CHARMS OFFICE icon on the right side of the screen.
- 3) On the CHARMS website, locate the “PARENTS/STUDENTS/MEMBERS” box.
- 4) Enter SMITHAMSBAND in the box.
- 5) The FIRST time you log in, your password is your lunch number.
- 6) You will be prompted to change your password. Your NEW password MUST be set to your lunch number and the first letter of your name.

## TO SUBMIT A TEST

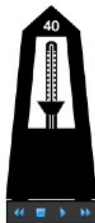
- 1) Click on the Microphone on the bottom the screen.



- 2) Click on the ASSIGNMENT Button on the right side of the screen.



- 3) Select the correct assignment. This takes you back to the Recording Studio.
- 4) Set the Metronome to the appropriate temp and click the RED button to start AND stop your recording.



- 5). When you are ready to turn in your recording, click



- 6) Be sure to. **EXIT CHARMS** when you are done.



