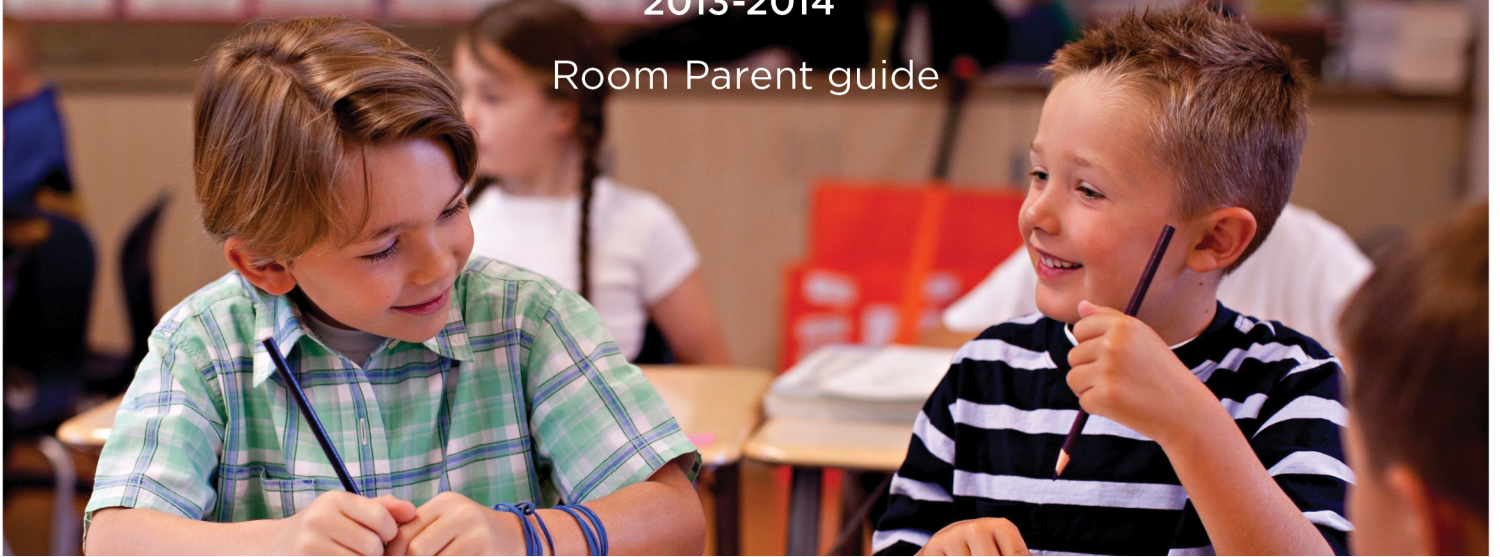


Shutterfly

Classroom Share sites

2013-2014

Room Parent guide



GET
30
free prints

WHEN YOU CREATE
A SITE*

Get parents engaged with what's happening in the classroom

INVOLVE

Parents in class,
projects and trips

INSPIRE

Richer conversations
between parents and kids

CAPTURE

The memories of
the year in photos



Now access and manage your Classroom Share site on the go with our **NEW** Share sites iPhone app.



Hello Room Parents,

Kids do their best when parents are involved in the classroom. Classroom Share sites help keep parents up-to-date with what's happening in the classroom with tools like a shared class calendar, photos and videos.

CREATE A CLASSROOM SHARE SITE AND GET 30 FREE PRINTS*

The Shutterfly Classroom Share site is a unique tool for the room parents. It helps organize classroom activities, parent-teacher communications and volunteering opportunities. A Classroom Share site becomes an up-to-the-minute hub for info, as well as an archive for class photos and videos.

PRIVACY MATTERS

When it comes to kids' photos and info, there's no greater concern than privacy. Each Share site is a private online environment, so only invited members have access to a site's photos and info. The site and its contents will never show up in Google searches. Plus, safe tagging gives parents peace of mind that they'll be alerted when their children are featured.

Keep reading for some great tips to make the year fun and memorable.

Shutterfly.

Stay in front

Communication and organization are a room parent's number one responsibility. You need to stay informed, and also quickly consolidate multiple sources of information for the class. Consider creating a free, easy-to-make Share site to streamline your efforts. Here are a few key benefits:

VOLUNTEERING

Increase parent participation in the classroom with fewer emails and paper sign-up sheets. Use the volunteer management tool to avoid oversubscribed or unclaimed duties.

AUTOMATIC EMAIL REMINDERS

Parents will appreciate email reminders for upcoming events and volunteer duties. They'll even get emails of the latest photos and content.

WISH LISTS

Teachers are always in need of more supplies. With a Share site, teachers can create a class wish list where parents can sign up for requests.

PAPERWORK CENTRAL

There's a lot of content generated during the school year—permission slips, assignments and announcements. Classroom Share sites keep it all together and organized.



Pre- and post-event reminders prompt parents to bring their cameras to events and upload photos afterward.

“What did you do today, Honey?”

When parents ask their kids, “What did you do today?” they often hear, “Nothing” or “I don’t remember.” Parents can feel disconnected from their children’s lives. Classroom Share sites bring the classroom to life with photos, and remind parents to ask about events, inspiring a year rich in memories.



CLASSROOM SHARE SITE

- Sign-up volunteers
- Coordinate schedules
- Communicate

SHARE PROJECTS

- Videos
- Calendars
- Photos

Ideas to make your site more engaging

FOR ROOM PARENTS

Meet the class

Have parents post their child’s photo on the class list so you know who’s who.

Customize your site

Add photos on your homepage.

Welcome everyone

Add a couple of photos or a quick note to welcome everyone back to school.

Perfect attendance

With a well-managed calendar and reminders, parents will never miss an event.

FOR ALL PARENTS

Never without a camera

A Share site means there are lots of cameras and different perspectives.

Like it? Say so

Make comments or “like” your favorite photos.

See it or relive it

Post videos and photo albums to show off field trips and activities.

Tag, you’re it

Add tags to photos, so parents can look for their children’s photos. The tags can also be used to gather photos to make a year-end photo book.

Quick set-up guide for Classroom Share sites

It takes just minutes.



1 COLLECT YOUR MATERIALS

- The class list, including parents' email addresses—you'll need at least one parent's email address for each child
- School calendar with key events, vacations, celebrations, holidays and birthdays
- A handful of photos—you just need a few photos for the homepage and the first album

2 STEP BY STEP AT SHUTTERFLY.COM/CLASSROOMSHARE

- Click the "Create a site" button and you're on your way
- First, you'll be asked to pick a name and web address for your site



Good site names include the teacher's name, grade, school name and year. For example "Mrs. Wilson's 3rd Grade Class 2013-2014" or "Roosevelt 1st Graders 2013"

- Pick a design for your site
- Sign in to your Shutterfly account, or sign up for free if you don't have one

3 ADD CONTENT TO YOUR SITE

- Add the class list, teacher and parent contacts
- Enter your first event on the class calendar
- Take a look at your site and then invite parents
- Once you create your site and add members, you'll receive an email within 30 days confirming your free prints. Be sure to opt-in to receive Shutterfly emails to receive your free prints

Picture the possibilities

Photos of the kids, projects and field trips make great keepsakes for your child. Photo book and photo gifts make wonderful mementoes for teachers.



ANSWER THE CALL

At the beginning of the year, pose a photo question like “What did you do during the summer?” Ask parents to post pictures. This helps the class and teachers get to know the students better.



BOYS AND GHOULS

One of your early and more popular albums will surely be the Halloween parade and pumpkin patch visit.



CATALOG ART + SCIENCE PROJECTS

Start from day one and you'll have a true treasure at the end of the year. Make albums of the students' favorite art and science projects—all those priceless charcoal drawings and dioramas.



BACK TO SCHOOL NIGHT

Create a get-to-know-you album to capture photos of parents and teachers. Don't forget to tag the parents—it's nicer being able to call them by name.



HAND OVER THE CAMERA

Let the kids take photos and create an album of their photos. Don't forget to coordinate with the teacher.

Shutterfly Yearbooks. Class favorite.

Make a yearbook to preserve school memories. It's so easy to make. Just add the photos directly from the Classroom Share site. Find specially designed page templates for school activities, subjects, and of course student, classroom and faculty photos.



EASY ON YOUR POCKETBOOK

With prices as low as \$8 per Yearbook, you can be book smart and pocket wise.

FLEXIBLE ORDERS. FAST DELIVERY.

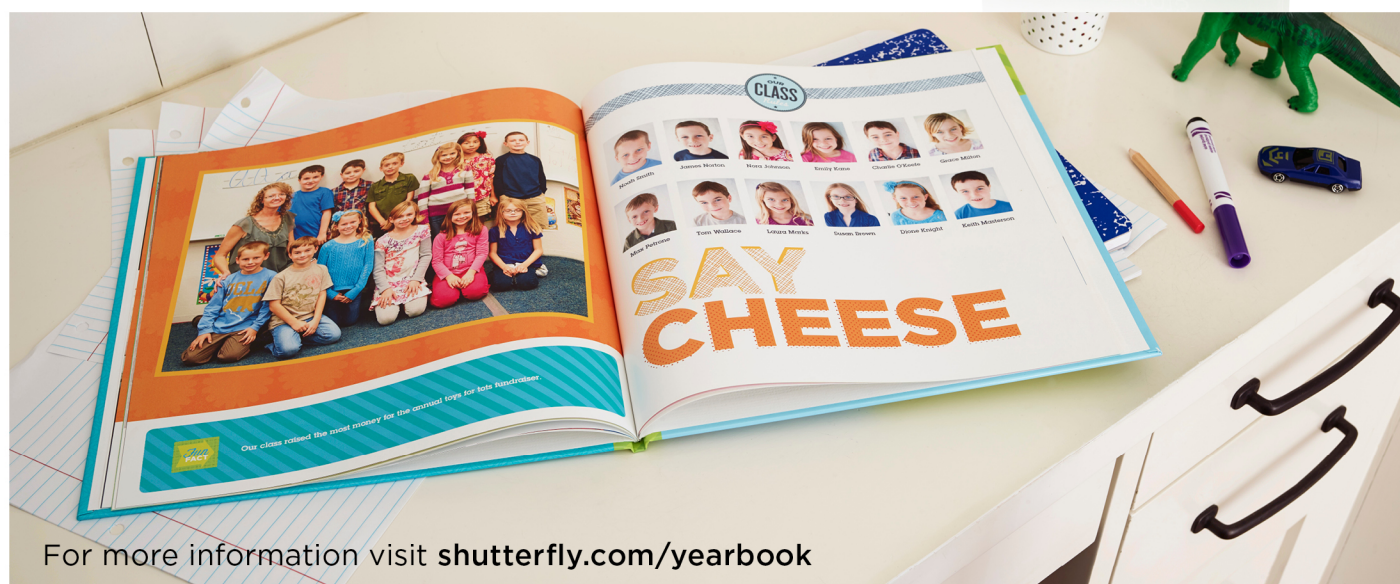
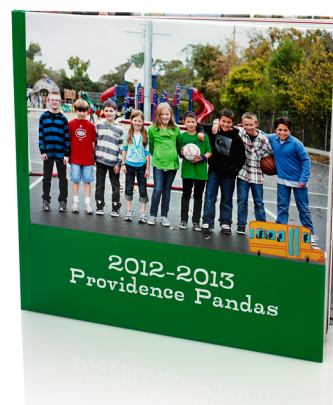
Purchase only what you need and have them delivered to you in two weeks. Plus, your Yearbooks can be re-ordered anytime.

EASY TO MAKE

Specially designed page templates make it easy to capture school year memories. Just add photos and we'll arrange them for you. Or customize it just the way you want.

MADE TO LAST

Our award-winning photo books are printed in color and professionally bound.



For more information visit shutterfly.com/yearbook

Create your Share site at shutterfly.com/classroomshare

Make a free Classroom Share site

GET 30 FREE 4x6 PRINTS*

Classroom Share sites from Shutterfly are the perfect tool for room parents. They're free, easy-to-make and privacy controlled.



Visit shutterfly.com/classroomshare



* To qualify for the 30 free 4x6 prints, you must create a Share site. You'll receive an email confirming your 30 free prints credit within 10 business days after creating a Share site. To receive your free 8x10 and 30 free prints, you must have or create an active, opted-in Shutterfly account. Taxes, shipping and handling will apply. See site for more details.