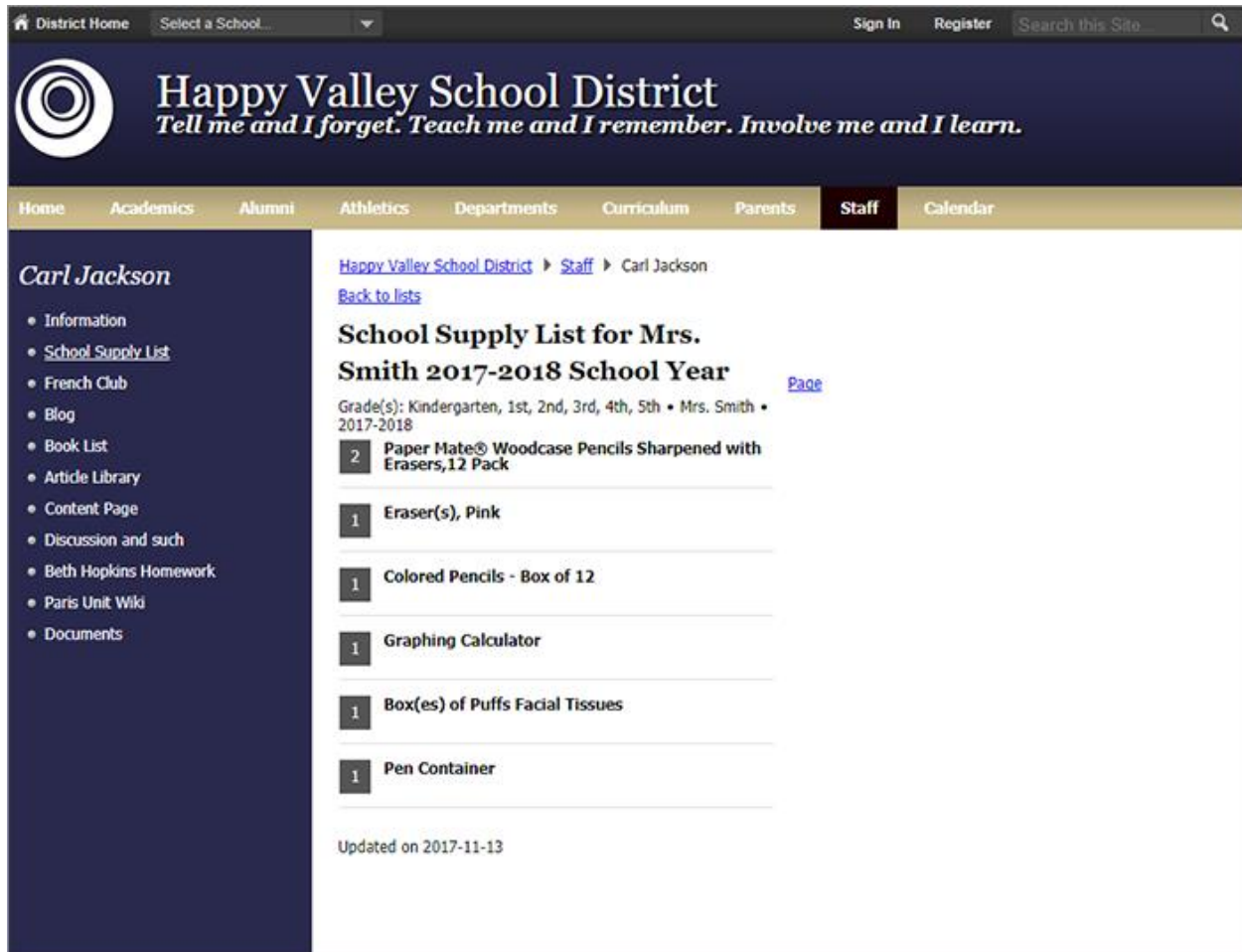


School Supply List App User Guide

The school supply list app allows you to publish your supply list online in conjunction with releasing them at registration. You can publish this app over the summer to allow plenty of shopping time for parents and guardians. The app also displays shopping buttons on your list which allows users to buy the items directly from the web.



The screenshot shows the Happy Valley School District website. The header includes the district logo, name, and motto: "Happy Valley School District Tell me and I forget. Teach me and I remember. Involve me and I learn." The navigation menu includes Home, Academics, Alumni, Athletics, Departments, Curriculum, Parents, Staff, and Calendar. The "Staff" menu item is highlighted. The main content area shows the "School Supply List for Mrs. Smith 2017-2018 School Year" page. The page includes a breadcrumb trail: "Happy Valley School District > Staff > Carl Jackson" and a "Back to lists" link. The supply list items are:

- 2 Paper Mate® Woodcase Pencils Sharpened with Erasers, 12 Pack
- 1 Eraser(s), Pink
- 1 Colored Pencils - Box of 12
- 1 Graphing Calculator
- 1 Box(es) of Puffs Facial Tissues
- 1 Pen Container

The page is updated on 2017-11-13. A left sidebar for Carl Jackson lists various links such as Information, School Supply List, French Club, Blog, Book List, Article Library, Content Page, Discussion and such, Beth Hopkins Homework, Paris Unit Wiki, and Documents.

This app is a WCM custom app that must be downloaded to use on your site. Please contact your site administrator for additional information.

Add the School Supply List app


Drag the School Supply List app onto your page.


School Supply List Add Options


Parents can view and shop for their child's school supply lists directly from your site — no more downloading files or making copies. Using their Smartphones, Parents can view their children's supply lists.


First, TeacherLists needs your lists. Simply click on the "Upload Lists" button to submit them. TeacherLists accepts Microsoft Word, Microsoft Excel, PDF and more. Within 24 hours, your lists will be digitized and ready to publish.

If you already have a list, simply select some lists and add to your page.

Display Amazon Shopping Button


Display Walmart Buy Now Button


Display Jet Button



Need help with your lists? Visit teacherlists.com

Activate on my page

1. Select *Upload Lists* to digitize your list.
2. Enter your *NCES School ID* to look up your ID and select *Search*.
3. Select your school from the drop down if it doesn't automatically display.
4. Select *Upload List*.
5. Search for your list and select *Open*.
6. Enter *how many classrooms will access this list*.
7. Assign a *List Manager*.
8. Select *Done*.
9. Select *Display* options for each third-party vendor to display those shopping buttons on your list.

Your list is ready for use within 24 hours.

Add items to your list

Select your list(s)
 Search by zipcode or NCES ID to find a school and related lists.

Search by NCES ID
 Search by Zip Code

Enter NCES School ID:
 Need to find your NCES ID? Browse to the [NCES ID Finder](#) to look up your ID.

Lake Park, State College, PA ▾

	NAME	GRADES	YEAR
<input type="checkbox"/>	School Supply List for Mrs. Smith 2017-2018 School Year School Supply List for Mrs. Smith 2017-2018 School Year	Kindergarten, 1st, 2nd, 3rd, 4th, 5th	2017-2018

The List Manager is the only user who can make updates to the supply list.

1. Use *Select List(s)* to choose a previously uploaded list.
2. Select to search for your list by *NCES ID* or *Zip Code*.
3. Select your list and choose *Select List(s)*.
4. Add the items to your list.