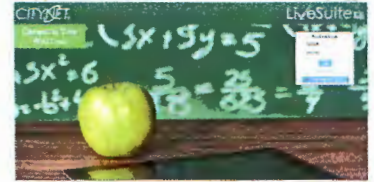


CONTACT: Sally Morgan 304-367-2100 x 128 smorgan@k12.wv.us



Logging On

URL- <https://webtools.citynet.net>

Username: Employee number Password: _____

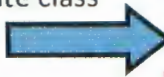
1st time your password will be Marion1 and a window will pop up and say Password reset At this time you will need to reset your password.

This is your Home page when you log on. From this page you can see your classes, your recent assignments and can send messages.

This is your Class page.

Name	Number	Average
Davis, De'sha		N/A
Davis, Gabrielle		N/A
Davis, Ivy		N/A
Dean, Brittany		N/A
Delbrook, Trevlin		N/A
Dewitt, Hunter		N/A
Diserio, Isabella		N/A
Earle, Ryan		N/A

1st step-update class



This box will pop up at the end of each 9 weeks it is a reminder to finalize grades

Create assignments by clicking this button

This box contains students information. You can also post announcements to the class.

Take attendance by clicking this button

In the upper right corner is a help button. This has several guides that you can look at or print off if you have any questions. LivePages is the same sign on— once signed in select LivePages to get to your web page. You will need to request a webpage from Sally Morgan or whoever takes care of your schools webpage.