

## To subscribe to E-Alerts:

1. Sign in to the website. Note: You must be a registered user to sign in.

(If you are not already registered, then please select the Register button from the upper toolbar on the NPSD website and follow the steps indicated.)

2. After registering and signing in to the website, click on the Subscribe button that appears on the Community Bulletin Board homepage.

The screenshot shows the North Penn School District website. The header includes the district name and navigation tabs for School Board, Our District, Central Office, For Families, and En. The main content area is titled "Community Bulletin Board" and contains a message about green efforts and a "Subscribe" button. A sidebar on the left lists links for "2012-2013 Current Fliers", "Archive Fliers", "Local Sports Contact Information", and "Guidelines for Submitting Fliers". A message about PDF documents and Adobe Acrobat Reader is also visible.

3. You will see the message below appear on your screen – Success! You have subscribed to this section.



(Please note: After you have successfully subscribed, an unsubscribe button will appear each time you logon. When you no longer wish to receive the automatic e-mail notifications from this site, then you will click that button to remove the subscription. )