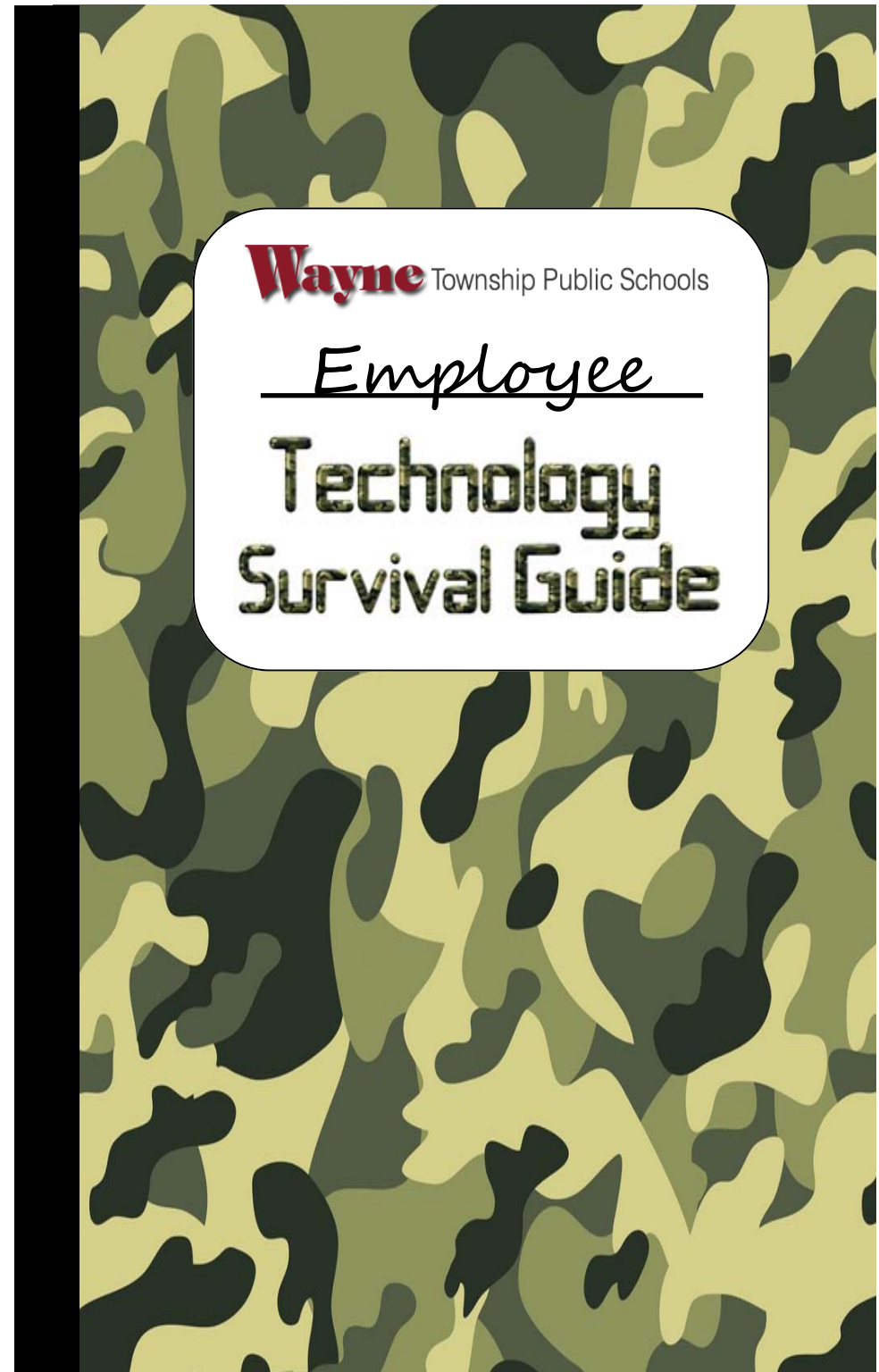


Websites & Building Technicians

A.P. Terhune apt.wayneschools.com	John Celentano
James Fallon jf.wayneschools.com	Aaron Palmer
John F. Kennedy jfk.wayneschools.com	Aaron Palmer
Lafayette lf.wayneschools.com	Aaron Palmer
Packanack pk.wayneschools.com	Jason Suter
Pines Lake pl.wayneschools.com	John Celentano
Randall Carter rc.wayneschools.com	Jason Suter
Ryerson ry.wayneschools.com	Jason Suter
Theunis Dey td.wayneschools.com	John Celentano
Anthony Wayne aw.wayneschools.com	Aaron Palmer
George Washington gw.wayneschools.com	Jason Suter
Schuyler-Colfax sc.wayneschools.com	John Celentano
Wayne Hills wh.wayneschools.com	Scott Sellitto
Wayne Valley wv.wayneschools.com	Bill Schmid
District Office wayneschools.com	Jason Suter

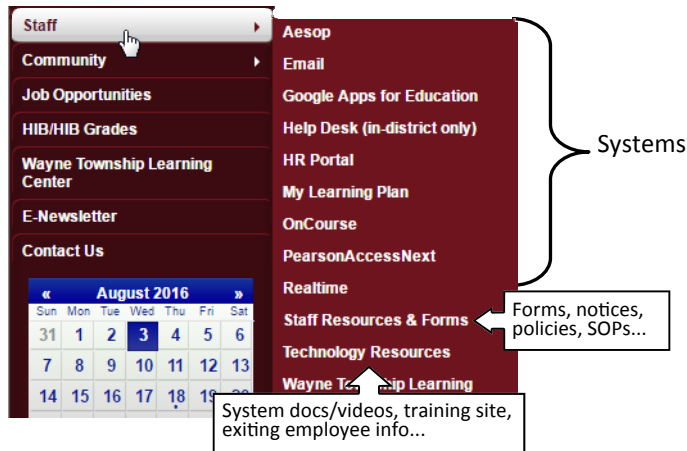


The *Employee Technology Survival Guide* is available on all WTPS websites: Left nav > Staff tab > Technology Resources

Staff Quicklinks

Left nav > Staff tab

- On all WTPS websites
- Easy access to frequently used staff systems, forms, technology resources...



Network Login

Your **network username & password** is your login for your computer, email and most systems.

Your **username** is your first initial and last name, with no spaces (e.g., jsmith)

Your default **password** is Wtps + last five digits of your SSN (e.g., Wtps12345)

Email

Gmail — accessible from any computer with an Internet connection.


Staff > Email

or <https://mail.google.com/a/wayneschools.com>

Network username & password

My Documents Folder

All staff have a personal My Documents folder on your computer's H:drive.

From the desktop, click on the  Computer icon. Under Libraries on the left, choose My Documents.

MS Office

WTPS computers provide staff with the Microsoft Office suite of applications for word processing, spreadsheets, presentations, etc.

Technology Help Desk

Staff > Helpdesk (*In district only*)
Network username & password

Choosing the correct Problem Category & Problem Type will ensure the ticket is routed to the proper Technology staff.

Staff Resources Webpage


Forms (administrative, athletic, payroll, etc.), requisitions, notifications, policies, procedures, + more.

Staff > Staff Resources & Forms

Google Apps for Education

All staff have GAFE accounts

Staff > Google Apps for Education
Network username & password

Click on the grid icon next to your name at the top right of the page to access your apps. 

Tech Resources Webpage

How-to documents & videos for using our applications & systems, + techlist for exiting employees.

Staff > Technology Resources

Wayne Township Learning Center

View and register for classes in various technologies and skill levels for teachers, office professionals and staff.

Staff > Wayne Township Learning Center

OnCourse/SIS

Student Information System/Grade Book

Staff > OnCourse
Network username & password

Realtime/IEP

Special Ed/IEP system

Staff > Realtime
New employees will receive logon instructions via email from Student Support Services.

Absence Reporting

Aesop Absence Reporting & Substitute Management & System

Staff > AESOP

1-800-942-3767

ID = home phone or cell if you didn't provide a home number

PIN = first 4 digits or your SSN

My Learning Plan OASYS

Web-based Observation & Appraisal Management System for teachers, principals, and administrators.

Staff > My Learning Plan

Username = email address
Initial Password = changeme