

K12Planet.com™

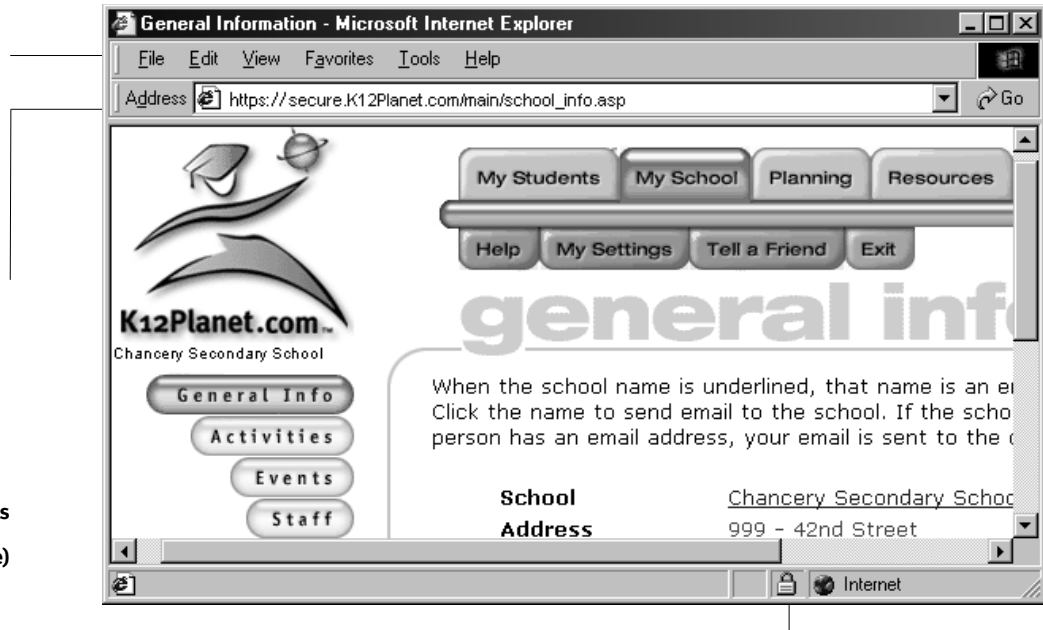
Quick Tour for Parents, Students, and Teachers

Understanding Browser Basics

To access browser commands, select a command from the menu bar.

In the Address or Location field, type a web page address (URL), and then press Enter.

The status bar shows a padlock icon (on the left or right side) to indicate that you are using a secure website.



Creating a K12Planet Shortcut

To make it easy for you to access K12Planet, create a shortcut to the K12Planet Log On page.

In Internet Explorer:

- 1 From the menu bar, choose Favorites.
- 2 Select Add to Favorites, and then click OK.

In Netscape Navigator:

- From the toolbar, click Bookmarks, and then select Add Bookmark.

Using a K12Planet Shortcut

In Internet Explorer:

- From the menu bar, choose Favorites, and then choose Welcome to K12Planet.

In Netscape Navigator:

- From the menu bar, choose Bookmarks, and then choose Welcome to K12Planet.

Getting Optimum Security

K12Planet is a safe and secure Internet environment for administrators, teachers, students, and parents.

To safeguard your data with the highest level of Internet security available, you should run the most up-to-date browser version available.

The minimum browser version you can use to view K12Planet.com is Internet Explorer 4.0 or Netscape Navigator 4.0.

Download the latest upgrades from the following web sites:

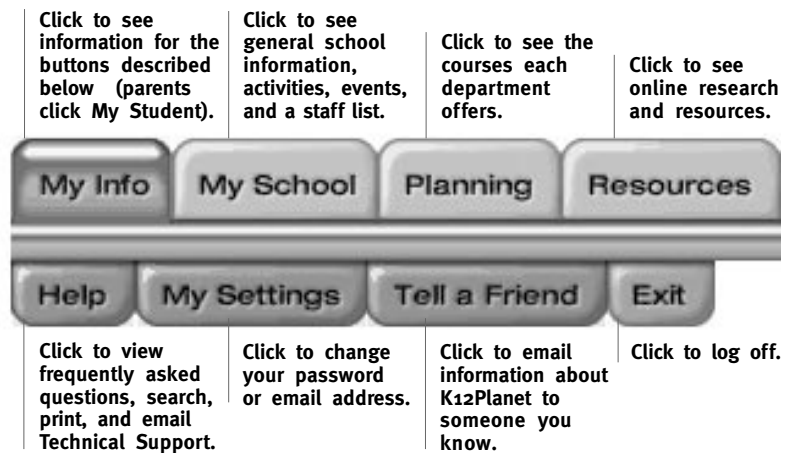
- For Internet Explorer,
<http://www.microsoft.com/downloads/>
- For Netscape Communicator,
<http://www.netscape.com/computing/download/>

K12Planet.com™

Quick Tour for Parents, Students, and Teachers

Using the Navigation Bar

To access all pages in the website, use the global navigation bar at the top of every K12Planet web page.

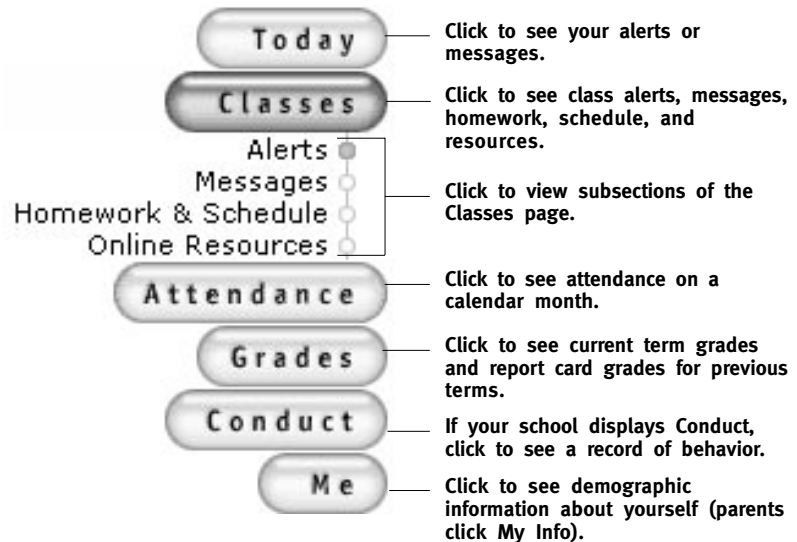


Using Buttons

To access sections, use the buttons on the left side of every K12Planet web page.

To view subsections of the active page, use the secondary buttons below buttons on the left side of every K12Planet web page.

Only some buttons contain secondary buttons.



Using Hyperlinks

A hyperlink is an electronic link in a web page that, when clicked, displays information such as another web page or an email form.

You can see whether an item on a page is a link by moving the cursor over the item. If the pointer changes to a hand, the item is a link. A link can be a picture, a 3-D image, or colored text (usually underlined).

