My BackPack
Release Bulletin

It is our pleasure to introduce you to **My BackPack**'s new look and feel!

This new streamlined design particularly emphasizes a smoother, quicker, and more intuitively organized navigation. We hope you like it!

Please note that your school's branding will be updated, integrating this new design with the colors and graphics unique to your school.

New Community Landing Page Added

The first screen you see after you log in to **MY BACKPACK** will be the **Community Landing Page**, which provides an overview of all of the features in the communities to which you have access. Each community has its own area, which displays the features available in that community, providing easy one-step access to all of **My BackPack**'s many features.

New Navigational Structure

We have enhanced our navigational structure, providing left-hand navigational bars for the current community the user is in, and reorganizing other community features into a handy horizontal Communities menu. This simplifies the process of navigating from one community to the next.

Menus in the Faculty Community Reorganized

The menus in the **Faculty Community** have changed, and the features reorganized into different sub-menus. These changes should greatly simplify navigation to the Faculty Community's many features.

Directory Search Shortcut Added

We have added a **Directory Search** field to the Faculty, Alumni, and Student Parent areas in the Community Landing Page, which provides a convenient shortcut to one of **MY BACKPACK**'s most frequently used features.

New Graphical Preferences Button

We have created a new graphical button for **Preferences** to replace the Preferences link that existed in the old look and feel.

Community Landing Page

The Community Landing page is a sitemap for all of the communities in which you are a member

The first screen you see after you log in to MY BACKPACK will be the Community Landing Page, which provides an overview of all of the features in the communities to which you have access. As usual, you only have to log in once to have access to all of your communities.

Each community has its own area, which displays the features available in that community, providing easy one-step access to all of My BackPack's many features. What you actually see on your screen will depend upon which communities you have access to, as well as preferences and security rights established by your school. MY BACKPACK allows you to customize how these areas display, as described below.

The community areas for the communities in which you are a member will show by default in their maximized state. You can minimize a community area, as shown here, by clicking the Minimize button. Once minimized, the community's features will be hidden. To expand the area again and show all the community's features, simply click the Maximize button.

The community area will display links to all of the features available in your community. What you actually see depends upon the preferences and security rights established by your school.

The order in which community areas are shown in the Community Landing screen can be changed as needed. Click the Up arrow to move a community up the list. Click the Down arrow to move it down.

New Directory Shortcut Added

We have added a Directory Search field to the Faculty, Alumni, and Student Parent areas in the Community Landing Page, which provides a convenient shortcut to one of MY BACKPACK's most frequently used features. Once you have left the Community Landing Page, you can access the directory feature through the community's left-hand navigational bar.

You can search the directory by last name directly from the community area in the Faculty, Alumni, and Student/Parent communities. Just enter a last name into the search field provided, then click the Go button. The Search Results screen opens.

Child Summary Added to Parents Community Area

You will also see the new Child Summary section in the Parents Community area, as shown below.

The Child Summary section in the Parent Community Area displays pictures of students associated with the parent account (where they are available).

My Profile's Biography and Donation Features Offered Across Communities

In an effort to streamline these features and to minimize the need to switch communities, users who are members of the Alumni Community and also members of another community (i.e., Admin, Faculty, Parents) will be able to see these My Profile features in the menus for all of their Communities.
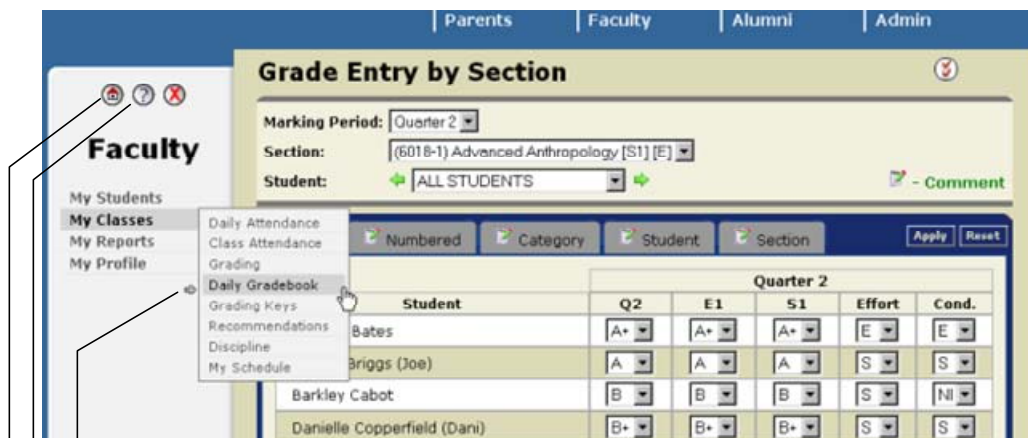

The Biography and Donation setup (credit card) features in the My Profile menu will be accessible in all of your communities if you are also a member of the Alumni Community. This makes it easier for you to update your information as needed from any of your communities.

New Navigational Structure

Left-hand Navigational Bar Overview

Once you have selected a community feature in the Community Landing Page, the screen for that feature opens and the left-hand navigational bar, described below, appears. You are effectively "in" the community you have selected.

Clicking the Home Button ⬚ will take you back to the Community Landing Page. You can also switch communities by selecting a feature from the Communities menu, described on page 5, which displays above the main table in the screen.
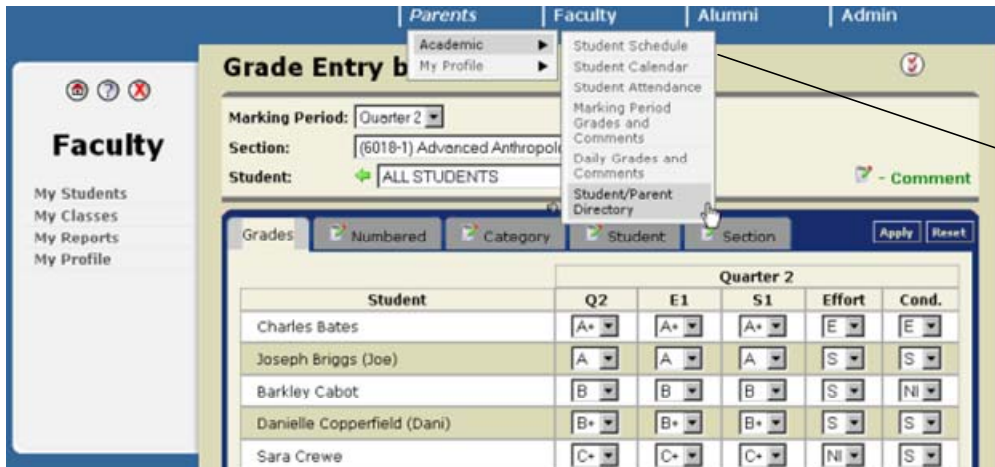

The left-hand navigational bar contains links to all of the community options available in your school, organized into sub-menus. To make a selection from a sub-menu, place your mouse over the menu item you want to access (e.g., My Classes). The sub-menu for that menu item opens. Select the option you want from the sub-menu.

Clicking the Help button opens My BackPack Help in a separate browser. Please note that you will only see the help topics associated with the community you are currently in. If you need to see help files for another community in which you have membership, you must access My BackPack Help from a screen within that community.

Clicking the Home button returns you to the Community Landing Page.

New Communities Menu Added

Once you have selected a feature to access from the Community landing Page, the screen for that feature opens, the left-hand navigational bar for that community appears, and all other communities in which you are a member will display in the Communities menu, as shown below. Please note that if you are a member of only one community, this menu will not display at all. It is designed to allow you an easy one-step way to access features in your other communities. The illustration below shows the Parents Community sub-menu.

The features available in these other communities are organized into sub-menus, which can be easily accessed by placing your mouse over the menu item, opening the sub-menu, and then making your selection. This new organization makes it simpler for you to immediately access a feature in another community.

Faculty Community Menus Reorganized

The menus in the Faculty Community have changed, and the features reorganized into different sub-menus. These changes should greatly simplify navigation to the Faculty Community's many features.
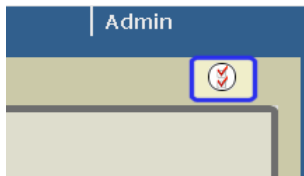
After the new release, when you will see the communities features organized into the following menus. What features you actually see in these menus will of course depend upon the preferences and security rights established by your school.

- **My Students:** Attendance View, Student View, Grading, Discipline, Search
- **My Classes:** Daily Attendance, Class Attendance, Grading, Daily Gradebook, Recommendations, Discipline, My Schedule
- **My Reports:** Class Roster, Grade Entry, Progress, Gradebook, Student Schedule
- **My Profile:** Change Password, Maintain Custom Dictionary, Preferences
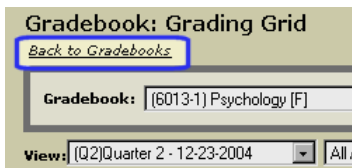
Other Design Enhancements

New Graphical Button for Preferences

We have created a new graphical button for Preferences to replace the Preferences link that existed in the old look and feel. The new button is shown highlighted below.

Back links Relocated in Daily Gradebook

We have also relocated the back links in Daily Gradebook. Previously these links were placed on the right-hand side of the grading grid. They are now located on the left-hand side above the main table as shown below.

Link Style Modified

The links style has also changed throughout MY BACKPACK. Links are no longer underlined unless you have placed your mouse over the link, as shown below.

This helps give the screens an overall look that is smoother, more streamlined, and more focused.