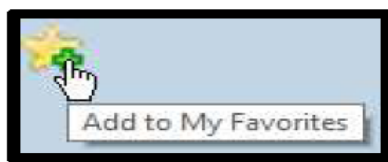


MIFFLINBURG AREA SCHOOL DISTRICT EMPLOYEE ADDITIONAL NAVIGATION TOOLS

At the top of the Staff Portal, you may have noticed various icons. You can move your cursor over the icons for tool tips to help you identify what each icon does.



From left to right, the following icons allow you to perform various functions. Please note that some options may not be available to you.



The star icon is used to Add links to your favorites. You can click this icon to add the webpage to your My Favorites section of the homepage. This allows you to quickly access the webpage instead of navigating through folders.



The house icon is used to navigate back to the main Staff Portal page. The main (or Home) page allows you to view announcements and you My Favorite links.



The lock icon is used to logout of the application. Please get in the habit of using that icon when you are finished with the Staff Portal. You don't want anyone else who uses that computer to see your personal information.