Technology

Common programs/resources

Technology Department 574-8795

- O Sandy Hernandez, Secretary, O Phone # 6910
 - o shernandez@snyderisd.net
- O Jeff McGinnis, Director
 - o jmcginnis@snyderisd.net
- Dale Byrd, Educational
 Technology Coordinator
 - o dbyrd@snyderisd.net

- Ryan Byrd, Technician
- o <u>rbyrd@snyderisd.net</u>
- Dawn Vandygriff, Social Media Specialist
- or socialmedia@snyderisd.net

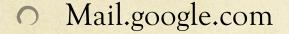
How to get technology help

- Ask nearby teacher
- Find campus technology contact
- O Submit an IT-Direct Request "password"
- O In emergencies, call the technology department at 6910
 - Sandy will help you get going!

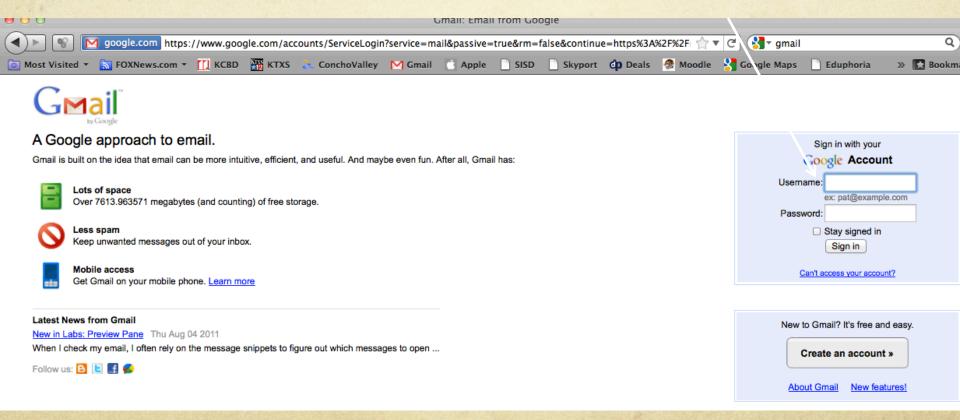
Logging Into Computer



Email



Full email address



Staff Links

- Many common ones are on upper right hand corner of website
- More are located under Staff Resources/Staff Links

Phones



Phones

- 4 digit extensions
 - O 3xxx-Administration
 - 4xxx-Maintenance
 - 5xxx-Stanfield
 - 6 6xxx-Jr. High
 - 7xxx-Primary
 - 76xx-Intermediate
 - 8xxx-High School
- O Dialing
 - Xxxx to dial extension
 - 9xxx-xxx to dial local

- outside number
- 91xxx-xxxx for long distance
- Office of any campus is x000, ex High school is 8000
- O Emergency
 - O 911 or 9911
 - Internal X999-rings all office phones
- O Be especially careful for 911

Voicemail & Directory

- Setup Voicemail
 - Press Messages
 - O Default password is 123456 followed by #
 - O Change password and recorded greeting
- Any staff member can be found from the directory, push the directory, scroll down to corporate directory(5), type in first or last or extension