



CORSICANA ISD TEACHER WEBPAGE CHECKLIST

REQUIRED

- Welcome Page (with welcome message)
- Calendar Page
- Teacher Bio (Suggestions: education, degrees, classes taught, etc.)
- Photograph
- Campus Phone Number or Direct Extension
- CISD Email Address
- Class Schedule with Conference Time
- Classroom Rules and Procedures
- Syllabus/Objectives (This may be a bulleted list, listed on calendar, TEKS, weekly parent newsletter with activities, etc. If I have a child absent, what did they miss this week?)
- Must be updated at least every 2 weeks and include current information

Grade level pages are recommended for elementary teachers.

The grade level page can be updated every two weeks and contain information that pertains to entire grade level. Personal information (contact info, photos, bio, etc. can be housed on individual page, and District Webmaster will link them together. All teachers at the grade level will have access to their personal page and grade level page.

REMINDERS

Use only approved Corsicana C logos.

Keep consistent (2-3 colors, white backgrounds, and common, DARK color fonts).

Don't underline words (hyperlink).

Avoid clip art.

No table from the Flex (Word) editor. Use the Table App.

Check student photo releases with front office.

Accessible PDFs only.

Videos housed on our website must be captioned. Links to other videos (YouTube), not an issue.

Linked Logins:
District Email
District Computer
District Website

Website =
NO @cisd.org

ADA/OCR/ACCESSIBILITY

Website accessibility pertains to the vision (including color-blind), hearing, and physical capability of any employee, student, or member of the public that requires the use of assistive technology.

“Accessible” means a person with a disability is afforded the opportunity to acquire the same information, engage in the same interactions, and enjoy the same services as a person without a disability in an equally effective and equally integrated manner, with substantially equivalent ease of use. The person with a disability must be able to obtain the information as fully, equally and independently as a person without a disability.

Questions? Email webmaster@cisd.org for assistance.
www.cisd.org/webtraining