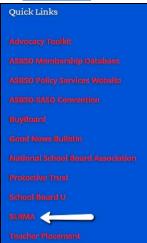
## **SLRMA Website Navigation Guide**

## Accessing and logging in to SLRMA website

1. To access the SLRMA website, visit <a href="http://www.slrma.org/">http://asbsd.org/</a> and click the <a href="http://asbsd.org/">SLRMA link</a> located at the bottom of the webpage under the Quick Links header:

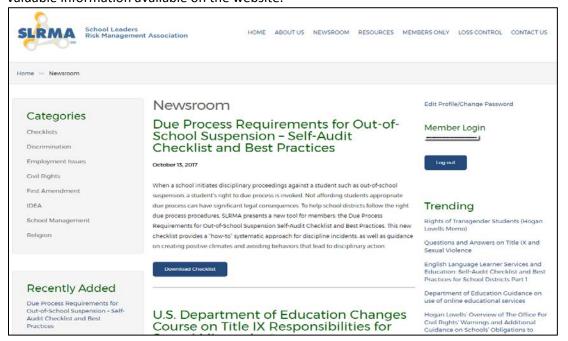


2. On the SLRMA website's homepage, enter your login and password in the Member Login fields and click the blue Log In button:

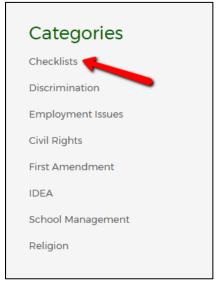


## Navigating the SLRMA website

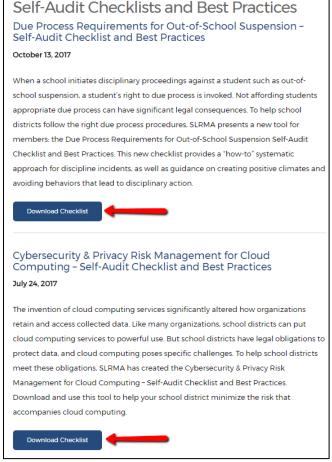
 After logging in, you will be taken to SLRMA's newsroom page, which is the hub to reach the valuable information available on the website:



- On the Newsroom page you can scroll through the variety of topics and resources SLRMA has
  covered, review and click on the most recent subjects they've covered in the Recently Added
  box located on the left side of the page, explore and view the most popular matters in the
  Trending column located on the right side of page and sift through the multitude of issues
  SLRMA delves into in the Categories collection found at the top left of the page.
- To review the many different Checklists put together by SLRMA click the Checklists link found in the Categories box:

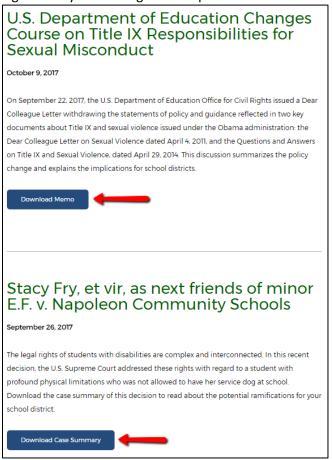


 On the subsequent Checklists page, you can scroll down the page to review the many different checklists available, which are listed based on the chronological order they were posted, and can view the checklists by clicking on the blue Download Checklist button:



• The SLRMA Checklist you choose to download can be saved and printed for review.

• In addition to the Checklists, SLRMA provides Memos and Case Summaries related to school board legal liability risk management topics:



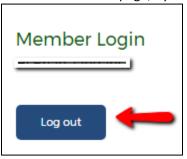
- The SLRMA Memos and Case Summaries you choose to download can be saved and printed for review, as well.
- At the top of the webpage, you will find a menu with links that include the About Us webpage, which shares additional information about SLRMA and its staff and board, the Members Only webpage, which provides you access to additional SLRMA information, the Resources webpage, which contains all previously published SLRMA newsletters, and a link back to the Newsroom webpage, which is the hub to reach the valuable information available on the website:



Under the Resources link on the SLRMA menu there is a link to the SLRMA Newsletter archive.
 On the Newsletter Archive webpage you can review all previously published SLRMA Newsletters, which contain informative articles on school risk topics and other information published by SLRMA, by clicking on the PDF links:



• When you have finished utilizing the many resources on the SLRMA website, you can log out of the member access page, by clicking the blue Log out button found in the Member Login area:



If you have questions about accessing the SLRMA website, please contact Director of Communications Tyler Pickner at 605-773-8382 or <a href="mailto:tpickner@asbsd.org">tpickner@asbsd.org</a>.