

Groupery Registration

Once you have been “invited” to join the Groupery community, you will receive an email, instructing you to click on a link to finish your registration. If the link in the email does not work, please cut and paste the link address also provided in the email into your browser address field.



1
Group

Click “next.”



Figure 1 - Verify Community Screen

2
You

Enter the password associated with your account and click “next.”



Figure 2 - Sign in Screen

You may change your email address or user name if you wish. You may also click “Optional Information” to enter your work or cell phone numbers. Click “next.”



Figure 3 - Registration Screen

3
Family

Update your family information by clicking “Add New Family Member”. If your student’s name is not present, add your student by selecting family role “Child” and entering his or her name. Add a spouse or additional guardian (if applicable) by selecting family role “Adult.” Click “Next.”

Figure 4 – Family Screen

4
Involvement

Select the “involvement type” for each member of your family. For guardians, please put a check by “Guardian.” For students **attending LPMS**, please put a check by “Student.” For students in your family **not attending LPMS**, please put a check by “none.”

Figure 5 - Involvement Screen

Click “Finish.”

At this point, you will see a screen letting you know you have been admitted to the LPMS PTO community.

If you have questions or need assistance, please contact Kimberly Cook at 969-1868 or gcook1868@charter.net.

Congratulations!
You have successfully been admitted
to the **LPMS PTO Community**.

<ul style="list-style-type: none"> go to your home dashboard 	<p>Your home dashboard with your weekly calendar and flyers published for your family.</p>
<ul style="list-style-type: none"> review my info 	<p>Review your family's address, contact information, and site preferences.</p>
<ul style="list-style-type: none"> view a group directory 	<p>Display any of your group or subgroup directories or online member maps.</p>
<ul style="list-style-type: none"> email members of a group 	<p>Send an email to the members of any of your groups or subgroups.</p>
<ul style="list-style-type: none"> add a sponsor 	<p>Become a recognized sponsor for your group, or raise money for your group by bringing in outside sponsors.</p>