

Coordinator How to Guide – Share Educational Resources with other Faculty and Staff




We have created an easy way to share our NEW Educational Resources with your colleagues at school. Our materials can be used in a variety of classroom settings. **Here's how...**

STEP 1: Go to - www.heart.org/jump or www.heart.org/hoops and click on the blue area with the green **'LOGIN HERE'** button.



STEP 2: You will be logged into your personal **HeadQuARTERS** where you can access the New Educational Resources and share them with your colleagues.

To access the resources. Locate the  **New Lesson Plans** icon under the Teacher Resources header on the left navigation panel. By clicking on this icon, you will be taken to our Educational Resources page.

STEP 3: To share these Resources with your colleagues- click on the **SHARE EDUCATIONAL RESOURCES** under the Email Activity section on the right side of your HQ page. Simply click on the button and fill out the pop up form with the email addresses of colleagues you would like to share these resources with and click submit. They will receive an email from you with a link to access the Educational Resources themselves.

heart.org/jump
heart.org/hoops

