



## **One of the best benefits of becoming a PTO member is access to Directory Spot.**

Directory Spot is an online and mobile app school directory that allows you to have secure access to parents and student names, grades, phone numbers, emails, and addresses. It also gives you access to a display of teacher & staff information including their name, grade or title, email address and class list for that teacher.

### **Other Features:**

- The App is fully searchable to allow you to find your contacts quickly.
- Auto dial when you click on a phone number
- Auto launching of maps when you click on an address.
- If you hold down the cell phone number, you will get an option to send a text or call the number (iPhone only).
- Allows you to create an email by clicking onto an email address.
- Direct access to the PTO Calendar for the year through the app.

Another benefit for paid PTO members with Directory Spot access, is the ability to receive important notifications throughout the year to your email address.

Directory Spot is available to download for free from the App Store (iPhone users) or Google Play (Android users), or you can also access the data from the web.

Please let us know if you have any questions and hope you find it useful! If you have any data changes throughout the year, please contact Ashley Stout [arstout2@gmail.com](mailto:arstout2@gmail.com) to update your information in the directory.

The D53 PTO Team



## Here is how to access Directoryspot

**Existing** DirectorySpot users will need to reset their password this year. You should have received an email with a password reset link. Please check your spam.

If you are a **NEW** user, you can download DirectorySpot for free from the App Store, Google Play, or access the data from the web at [www.directoryspot.net](http://www.directoryspot.net) and follow these steps:

### For Smartphone Users:

1. Download the DirectorySpot app by going to your app store and searching "DirectorySpot" or by clicking on the appropriate link here: iPhone - <http://goo.gl/5U2Tzq> or Android - <http://goo.gl/iBK9IY>
2. Launch DirectorySpot, enter your email address as your Username, and click on "Reset Password."
3. Click on the link in your email to set your password, relaunch the DirectorySpot app, and login with your username and password.

### For Tablet or Computer Users:

1. Go to [directoryspot.net](http://directoryspot.net) and click on "Login" in the upper right hand corner.
2. Enter your email address as your Username, and click on "Reset Password." An email will be sent to you with a link to set your password.
3. Click on the link in your email to set your password and login.

Please note that only D53 parents and faculty will be granted access. If you want more information on the security features, please follow the link: <https://www.directoryspot.net/security/>