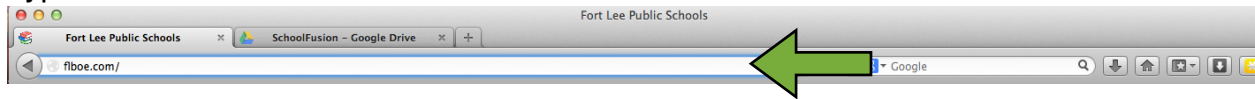


# How to Add an Announcement in School Fusion

Go to the internet

Type [www.flboe.com](http://www.flboe.com)

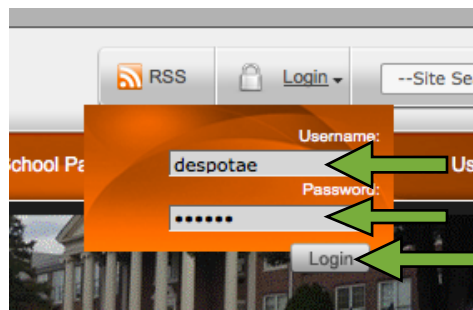


Hover over Login

Enter your username

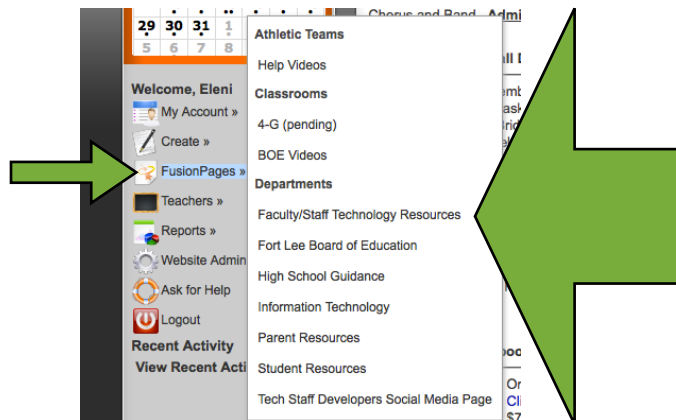
Enter your password

Click Login



Click on Fusion Pages

Select your class



Click on Add Announcement



1. Enter Title
2. Enter Body
3. Format Text
4. Click on Browse to add an image
5. Choose the class you want to add the announcement
6. Click on More Options to add End Date
7. Click on Save

Title:  
1.

Body:  
3.   
2.

[Use Advanced Editor](#) | [Use Plain Editor](#)

Image: (optional)

4.  No file selected.

**Attach the announcement to your groups below.**

5.  *Faculty/Staff Technology Resources* has announcement shown on
- 4-G* has announcement shown on
- BOE Videos* has announcement shown on
- Fort Lee Board of Education* has announcement shown on
- Help Videos* has announcement shown on
- High School Guidance* has announcement shown on
- Information Technology* has announcement shown on
- Parent Resources* has announcement shown on
- Student Resources* has announcement shown on
- Tech Staff Developers Social Media Page* has announcement shown on

6. [More Options](#)

7.