To access SharePoint and curriculum documents, and the files in the Lapeer Community Schools Team Site (must be in web-based version of email):

1. In the upper left corner, click on the “waffle” pattern. Some options will appear. Click on the option named “SharePoint”.

2. Click on “Lapeer Community Schools Team Site”.

3. In the lower left corner, click on the link that says “Public Folders”.

4. To access documents related to curriculum, click on “Department of Instruction”.
5. If you are elementary, click on the link that is labeled “Elementary Curriculum”. If you are secondary, click on the link that is labeled “6-12 Curriculum”. 
6. **Elementary:** Click on the folder for your grade level.

**Secondary:** Click on the folder for your subject area.