

Charms Tutorial

Website: <https://www.charmsoffice.com>

Login Steps:

Login Button (blue button upper right corner of screen)

Select Parents/Students/Members

Enter School Code: **Commerceband**

OR Find School Code using dropdown selections: Texas,
Commerce, Commerce High School

Select Enter Charms (blue button)

Click on non-secure areas: Calendar, email addresses, handouts or website

OR

Enter login to enter secure area (student financial information). This number is your student's ID number.

Change student password *OR* click red box in upper right corner to keep current student login. Both student and parent need to know what the login is!

Navigate Charms

Student Information Is it correct?	Finances	Handouts and Files
Event Calendar	Event List	Email
Website	Change Password	Multiple Students Link