



Instructions for CutTime for Members AND Parents

CutTime is an extremely useful service that we use quite a lot throughout both the school year and the summer. We make a concerted effort to get EVERY performing member and one of their associated parents/guardians signed up.

Scholars (that's the same as "students" if you are new to Largo High!) should sign up for an account first; then at least one parent/guardian should sign up. We are then able to create a linked relationship, so the parent will be able to see everything that goes on with their child. So the performer should go through all the following steps, and then the parent can do the same process immediately after that.

STEP 1: Go to www.cutttime.net

STEP 2: Click the link at the TOP of the page that says: Student/Parent Sign Up

(Note: don't get sucked in by the big green button that says "Start a Free Trial"...our music program already has an account, you are just signing up for ours. Of course, if you wanted to start your own CutTime account for another organization, you could, but that doesn't help us here!)

STEP 3: It will take you to the sign up page – first is to find our group. So in the box that says "Subscribing schools/groups", just start typing Largo and it should pop up. It should say: Largo High School (Largo FL) ID:3929. That's us, so go on to the next box.

STEP 4: Select your position; scholars select Student/Performer and the adults would select Parent/Guardian

STEP 5: Fill out the rest of the information requested; it should be fairly self-evident!

STEP 6: At the bottom, there is a Captcha where you have to verify that you are NOT a robot, and you also have to click the box to accept the terms and conditions. Then click the button that says REGISTER NOW

That's all there really is to it; you'll start getting regular information from us after that!