

# Charms Office



Charms Office is a program that helps us manage our music program. Charms allows us to manage our inventory, uniforms, music library, calendar, and to send text messages and email reminders to our students. Additionally, parents can sign up to volunteer and students will be able to submit Performance Objectives online!

## How to Login

1. Download the Charms app or visit <http://www.charmsoffice.com>.
2. Login using our School Code "PascoMSBand" and your Student ID #.

## Update your information

1. Login to Charms.
2. Click "Personal Information".
3. The "Personal Information" page is specifically meant for Student Information. Please update this to show your student's email address and/or phone numbers.
4. To add an adult, click the "Add Adult" button. Then update that page with your email and phone numbers. You can have an unlimited number of adults added, so feel free to add anyone who needs to stay informed.
5. That's it! Now both you and your student will receive our text messages and emails.

If you have any questions, please contact Mr. Schmidt  
at [mschmidt@pasco.k12.fl.us](mailto:mschmidt@pasco.k12.fl.us).

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