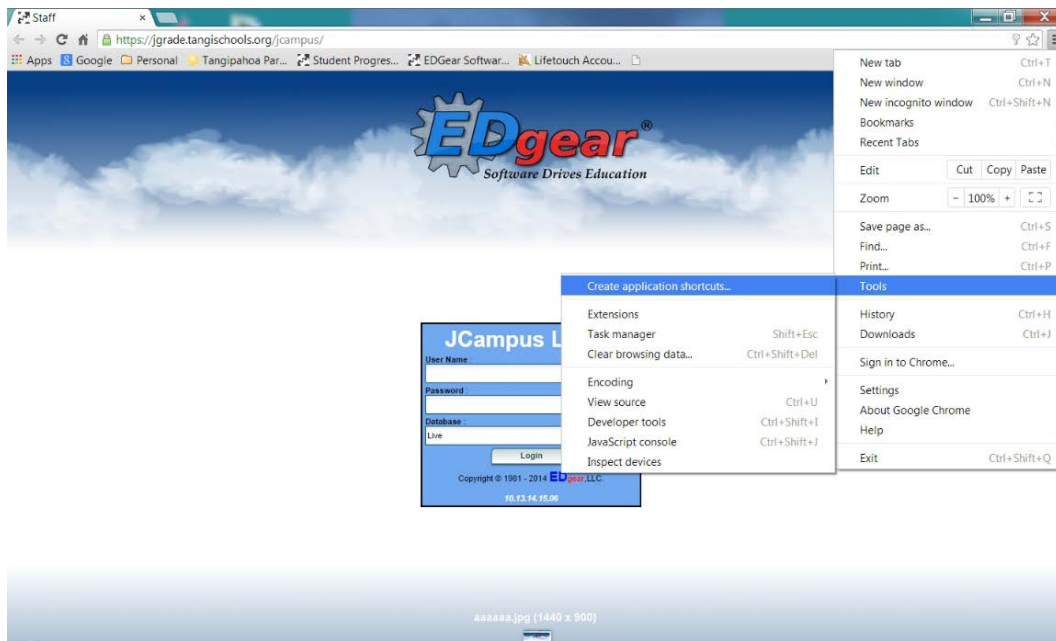
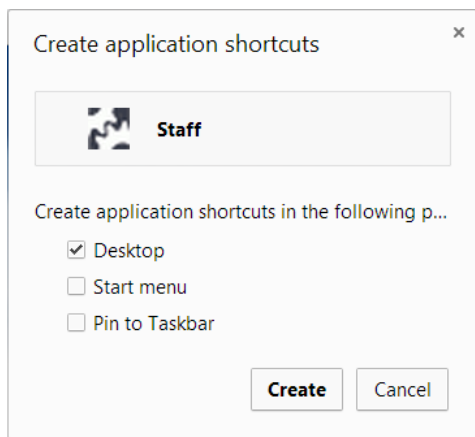


To create a WebPams shortcut, go to <https://jgrade.tangischools.org/jcampus/>. Click on the Settings button (the button with the 3 lines to the right of the star) and click on “Tools” or “More Tools,” then click on “Create Application Shortcuts.”



Make sure only the “Desktop” option is checked. Click “Create.”



From here, go to your desktop. You will see a shortcut named “Staff” that looks like this:



If you want to rename your icon “WebPams,” right click on the “Staff” icon. Click on “Rename” and type in “WebPams” then click your enter button.

When you click on your new icon, you will now be taken directly to the WebPams logins screen.