



## My Music Staff Overview

My Music Staff is an online communication platform that I will use with my students and their parents (if applicable). My Music Staff features a fully functional **Parent/Student Portal**. Providing log in access to you is a great way to share important information about lessons, scheduling, invoicing, etc.

### The student portal allows you to:

- View your calendar of upcoming events, lessons, public events
- Register and cancel lessons
- View your attendance
- View your borrowed and downloaded library items
- **Track your practice time** and leave notes or questions that you have from your practice session
- View your email history
- View your number of make-up credits
- View your teacher's contact information
- Keep up-to-date with studio news
- View the family account and invoice information (only visible to parents/adult students)
- Much more!

In addition to these great features, you will be automatically set up to receive a reminder text message before every scheduled lesson. If you'd like to opt out of these, please let me know.

I will also email you an overview of what we covered in the lesson and remind you about the homework I assigned you due for the next week.

*In order to have access to this student portal, please fill out the registration form and I will manually send you your login information as soon as I can.*

*The login widget is at the bottom of my homepage:  
**[www.burrowsguitaracademy.com](http://www.burrowsguitaracademy.com)***