

# Cambridge Elementary School

## Student e-Directory



The Cambridge PTO now offers on the go access for parents and students with the mobile directory app. Call, text and email anyone in your school directory. View class lists, board members lists PLUS alerts, calendars, email blasts, text blasts and even the ability to order items for sale. The school directory app runs on iPhone and Android smart phones.

### How to download/install the PaperlessPTO Directory App

You will first need to download the app and install the latest version of the app on your smart phone if you have not yet done so.

For Apple devices, **download from here.**

For Android devices, **download from here.**

1. Purchase Directory App Key (included in each level of PTO membership) from the website
2. Install Directory App on device
3. Open the Directory App on your device
4. Tap Settings
5. Tap Account Setup
6. Tap New Account
7. Enter the email address you use to access your account at cambridgepto.org
8. Enter the password used for your cambridgepto.org login account
9. Enter Registration Key - *If you have students in multiple AHISD schools, you will have a separate Registration Key for each campus.*
10. Tap Save
11. If you have additional students at other AHISD campuses (excluding the high school) and have purchased a PTO membership that includes the directory registration key for that campus, tap +New Account and repeat steps 7, 8, 9 and 10.

**Where is your Registration Key?** You should have received a confirmation email that included your registration key. You can also find it online. Login to your account at cambridgepto.org, click My Info > My Directory App.