


## THE SATURDAY MORNING UPDATE

Frequency	Section	Time
Weekly	Homepage – Update main section Add new graphic Change color scheme Announcements – Attach current newsletter Add any special news Add or attach poem/songs Homework – Add new Word Study words Add any special assignments	Less than 40 minutes 
Monthly	Announcements – Update Calendar of Events Book List – Remove old books; select new ones	
Occasionally	Online Activities - Add or attach new activity Important Links – Add new link	Less than 10 minutes
Yearly	Check the entire site for ways to improve it. Set up for fall.	Less than an hour

**PLEASE NOTE:** *Most of the work on my Class Homepage was done when I first created the site. Class Homepage Builder was simple to use and gave me great results. Although I update the site weekly, the updates are minimal and require very little time (under 40 minutes). I consider my site a “work in progress”. I have had it for years and continue to modify it in ways that I hope will help my kids and their families.*