

JUST BETWEEN FRIENDS—Official PTA membership and social networking website

What is Just Between Friends and why should I join:

Just Between Friends is a suite of services that helps you connect to your community, find and keep track of important social and group information, and keep up-to-date with the events that affect the members of your household.

Just Between Friends helps you survive and thrive in your hectic world. From ensuring that you have access to important group information, to reminders for key personal and group events, to special tools optimized for parents and ways to save money. It's easy-to-learn and fun-to-use.

It is private and secure. One JBF account can connect you to all your groups. It is free to members of participating groups

How to create your own account and sign yourself into the system:

Go to www.justbetweenfriends.com and enter token **170978tok** where prompted on the lower left half of the screen

Enter your family's household information, along with email address (very important to enter an email address or you will not be able to access the system

Add the children in your family. Be sure to put them in their class group. When done adding groups, click **choose**, then click **accept** to save that child's groups

Repeat for all your children enrolled at Mt Mahogany

After inputting all your children click **next**

Add the adults in your child's household. We encourage all parents to sign up for **all parents** group, so you receive all emails and notices on your start page. Choose any other groups you would like to join at this time following the same steps as above.

Give yourself a user name and password

Immediately you will receive an email from Just Between Friends, called **Your Just Between Friends Account Activation Information**, open the email, your user name and password will be inside. Keep this email in a safe place.

Inside the email is a validation link, **you MUST click the link inside to activate your account!!** Click the link and you are almost ready to go

The final step is verification by a group administrator that you are a parent at Mt Mahogany. Once you have been verified, you will start receiving emails and be able to see the info on your start page within

24 hours.

How to verify your account if you are already in the system because you joined PTA:

If you joined PTA before creating a household at Just Between Friends, you already have an account. You should have received a validation email from Just Between Friends, if you deleted it or do not remember receiving you must email whosonfirst2990@gmail.com to receive another validation email. **You cannot access your account without this email!!**

Once you receive your validation email, click the link inside to activate it. You can then join any edit your household info and join any additional groups by (see above) Since you signed up with PTA, you already have a username and password. Your user name is the email you gave PTA and your password is **pta2009**

How to join Mt Mahogany's PTA group if you already have a household account set up through another school:

If you are already a member of Just Between Friends through another school, simply add Mt Mahogany to your household by logging in to your household start page. There you will see the **link to a group** tab, click it and enter your Mt Mahogany token, **170978tok**

Then you can choose your groups and wait for group administrator approval.

Questions about privacy?

Once you are verified into the system, you can go to the **Our Household** link in the upper right corner or your start page, then click on **change privacy options** and YOU get to decide what other people see about you and your children

On the main page, www.JustBetweenFriends.com before logging in, you will see a tab called **privacy pledge**, click on that to read Just Between Friends' privacy statement

FYI:

Be sure to check your Just Between Friends start page regularly, all announcements posted are not emailed to avoid inbox congestion.

If at any time you want to join an additional group at Mt Mahogany, you will need to enter the Mt Mahogany token from your household start page, while logged in. There you will see the **link to a group** tab, click it and enter the Mt Mahogany token, **170978tok** Then add yourself to the desired group(s), you will then be approved into that group by an administrator

You must click on the link from the verification email to validate your account or you cannot access Just Between Friends or see announcements from the PTA. If you cannot find your validation email, contact Kate Merrill at whosonfirst2009@gmail.com