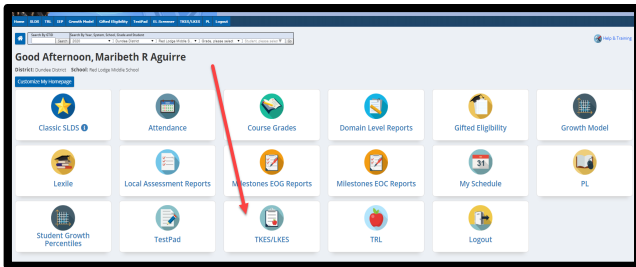


Notifications in TKES

1. Log into SLDS to access the Teacher Home Page.



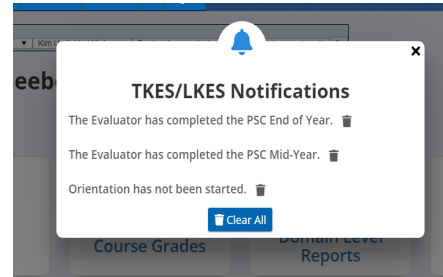
2. Scroll until you see the **TKES/LKES** tile.



3. If an administrator has completed a task in the teachers' TKES, a **bell** will appear on the TKES/LKES tile. Click on the bell located on the tile to access the notifications.



4. The notifications will appear in a box on the screen.



5. To delete the notification(s), click on the trash can next to the individual notifications or the **Clear All** button. To close out TKES/LKES Notifications, click the "x" in the upper right-hand corner of the box.

