



# COMMUNION *of* SAINTS SCHOOL

FOSTERING FAITH, SERVICE AND SCHOLARSHIP  
2160 Stillman Road Cleveland Heights, Ohio 44118 216.932.4177

## DIRECTORY SPOT Communion of Saints School Directory App

***All families will be listed in the directory. If you don't want your family info listed, please contact the school office.***

You can download DirectorySpot for free from the App Store (iPhone users) or Google Play (Android users), or you can also access the data from the web.

### **For Smartphone Users:**

1. Download the DirectorySpot app by going to your app store and searching "DirectorySpot" or by clicking on the appropriate link here: iPhone - <http://goo.gl/5U2Tzq> or Android - <http://goo.gl/iBK9IY>
2. Launch DirectorySpot, enter your email address as your Username, and click on "Reset Password."
3. Click on the link in your email to set your password, relaunch the DirectorySpot app, and login with your username and password.

### **For Tablet, Mac, or PC Users:**

1. Go to [www.directoryspot.net](http://www.directoryspot.net) and click on "Login" in the upper right-hand corner.
2. Enter your email address as your Username and click on "Reset Password." An email will be sent to you with a link to set your password.
3. Click on the link in your email to set your password and login.

Make sure to check out all the features, such as the auto dial when you click on a phone number, or the auto launching of maps when you click on an address. If you hold down the cell phone number, you will get an option to send a text or call the number (iPhone only). DirectorySpot will even create an email if you click on someone's email address.

We hope you find it useful. Please let us know if you have any questions. If you have any data changes throughout the year, please contact the school office and we will update it on the app.

