Using TransAct (for Translated Documents)

- Go to [www.transact.com](http://www.transact.com).

  ![TransAct Website Screenshot]

- Click “Register” to create your own Login. Use your City Schools email address.
- The website is fairly easy to navigate. Log on. Click “Get Started.” Click “GenEd Parent Notifications.” Click “TransACT Masters” under “School, Office & Classroom.” On the upper right side there is an orange, pull-down tab which allows you to choose the language.
- *Note that some documents are only available in English, and not all languages are available.*