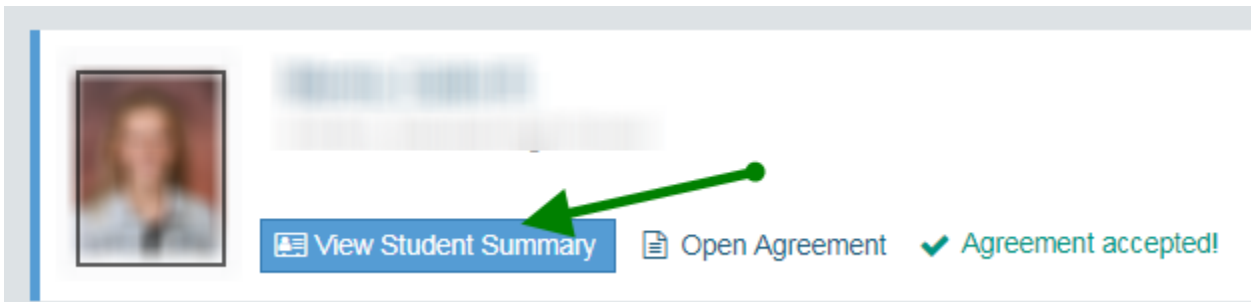


Updating Notification Settings in the Parent Portal

Log into the Parent Portal and click “View Student Summary”



In the skinny left frame scroll down to “Notification Settings”

First Step: Click the “>” symbol to expand the settings into the large right frame

You may now select your settings.

Last Step: “Update Contact Information” button to save your new settings.

The screenshot displays the 'Notification Settings' page. On the left is a dark sidebar with a list of menu items: Lunch Info, Course Info, Classroom Activities / Assignments, Registration, Fees and Fines, Attendance Info, Emergency Contacts, and Notification Settings. The 'Notification Settings' item is highlighted in green and has a red circle around its expand button (>). A callout box labeled 'First Step' points to this button. The main content area shows a table with 5 rows of notification areas. Each row has columns for 'Email', 'SMS', and 'Phone', each with a radio button set to 'Yes'. A callout box labeled 'Last Step' points to the 'Update Contact Information' button at the top right. Below the table is a pagination control showing '1 of 1' and a dropdown menu set to '50'. A callout box labeled 'Select your settings' has three arrows pointing to the radio buttons in the table.

#	Area	Email	SMS	Phone
1	District Information	<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> Yes
2	School Information	<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> Yes
3	School Student Activity Updates	<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> Yes
4	School Student Attendance Notifications	<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> Yes
5	Food Service Notifications	<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> Yes

	Email	SMS	Phone
District Information	Yes	Yes	Yes
School Information	Yes	Yes	Yes
School Student Activity Updates	Yes	Yes	Yes
School Student Attendance Notifications	Yes	Yes	Yes
Food Service Notifications	Yes	Yes	Yes