ParentSquare Notification Settings

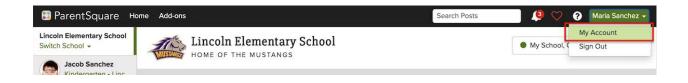
ParentSquare allows users to customize their notifications based on notification type and select their preferred delivery method for each school. Notification types include:

- **Emergency Alerts & Notices** include any urgent alerts and attendance notices *(cannot be disabled)*.
- School Alerts include any Smart Alerts and other student notices.
- General Announcements & Messages include any posts, direct messages and reminders.

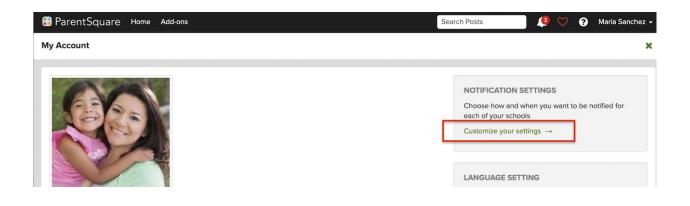
For General Announcements, you can also select if you would like to receive instant or digest email, text and app notifications. If the digest is chosen, then you'll receive an email and/or text and/or an app notification every day in the evening with all posts from that day.

Update your Notification Preferences (Web Portal)

1. On your home page select the down arrow next to your name and click on 'My Account'.



2. Select "Customize your settings" under Notification Settings.

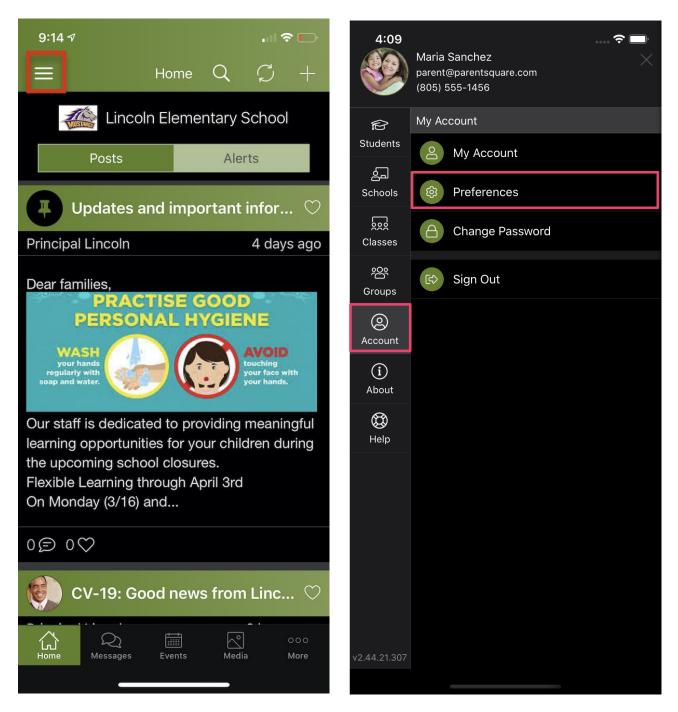


3. Select your preferred Notification Settings for Alerts and General Announcements. Once you've made selections, future messaging will send based on your preferences.

| 🟮 ParentSquare Home | | Search Posts | Español | ^ | ັ ? | Example Parent 🗸 |
|---|--------------------|--------------------|---------|----------|------------|------------------|
| Notification Settings: Example Parent | | | | | | × |
| EMERGENCY ALERTS & NOTICES () cannot be disabled | 2 | | | | | |
| SCHOOL ALERTS () | | | | | | |
| San Marcos High School | | | | | | |
| Santa Barbara Unified School District | | | | | | |
| Dos Pueblos High School | | | | | | |
| GENERAL ANNOUNCEMENTS & MESSAGES 1 Notification frequency applies to posts only | ✓ Email | 🗩 Text | | | | qq |
| | parent@gmail.com | 555-758-8888 | | | | |
| San Marcos High School | Off Instant Digest | Off Instant Digest | | C | Off Instan | t Digest |
| Santa Barbara Unified School District | Off Instant Digest | Off Instant Digest | | C | Off Instan | t Digest |
| Dos Pueblos High School | Off Instant Digest | Off Instant Digest | | C | Off Instan | t Digest |
| Lincoln Elementary School | Off Instant Digest | Off Instant Digest | | C | Off Instan | t Digest |
| | | | | | | |

Update your Notification Preferences (Mobile Apps)

- 1. From your home screen click the triple bar in the top left corner
- 2. Click on "Account" and then "Preferences".



- Click on "Notification Settings"
 Select how you would like to be notified

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| × Preferences | | Notification Settings | | | | |
| Automatically add events to calendar | | Emergency Alerts & Notices On | | | | |
| Notification Settings Choose how and when you want to be notified for each of your schools | > | Emergency alerts and attendance notifications. <i>Cannot be disabled.</i> School Alerts | | | | |
| Language Setting | | Aeries QA District | | | | |
| English | | Lincoln Elementary School | | | | |
| Siri Shortcuts Add/Edit Siri Shortcuts for frequently used functions | | Lincoln High School | | | | |
| | | View 2 More Announcements about school closures, early pick-up, student notices, etc. General Announcements & Messages | | | | |
| | | Aeries QA District S Instant · J Never · III Instant > | | | | |
| | | Lincoln Elementary School > Second School > Digest → J Digest → II Instant > > | | | | |
| | | Lincoln High School > S Digest → J Digest → III Instant > | | | | |
| | | School announcements, classroom communications, direct messages, reminders, other activity-related notifications | | | | |
| | | | | | | |

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|---|----------------|
| Notification Settings | |
| School Alerts | |
| Lincoln Elementary School | \bigcirc |
| Lincoln High School | |
| Lincoln Unified School District - Demo | |
| Screaming Eagle High School | |
| Announcements about school closures, early p student notices, etc. General Announcements & Messages | bick-up, |
| Aeries QA District ■ Instant ・ J Never ・ 🞚 Instant | > |
| Lincoln Elementary School ■ Digest ・ 🎝 Digest ・ 🞚 Instant | > |
| Lincoln High School Digest • J Digest • 🞚 Instant | > |
| Lincoln Unified School District - Demo | > |
| Screaming Eagle High School ■ Instant • 🥒 Never • 🎚 Instant | > |
| School announcements, classroom communica direct messages, reminders, other activity-rela notifications | |
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|--|----------------|------------------------|
| K Back Lincoln Elementary School | | |
| parent@parentsquare.com | | |
| ✔ (805) 555-1458 | | |
| Email Notifications | | $\mathbf{)}$ |
| Email Notification Frequency | Digest | > |
| Text Notifications | | $\mathbf{\mathcal{D}}$ |
| Text Notification Frequency | Digest | > |
| App Notifications | | $\mathbf{\mathcal{D}}$ |
| App Notification Frequency | Instant | > |
| Troubleshoot App Notifications Run diagnostics to ensure that push notifications are working properly. | | > |