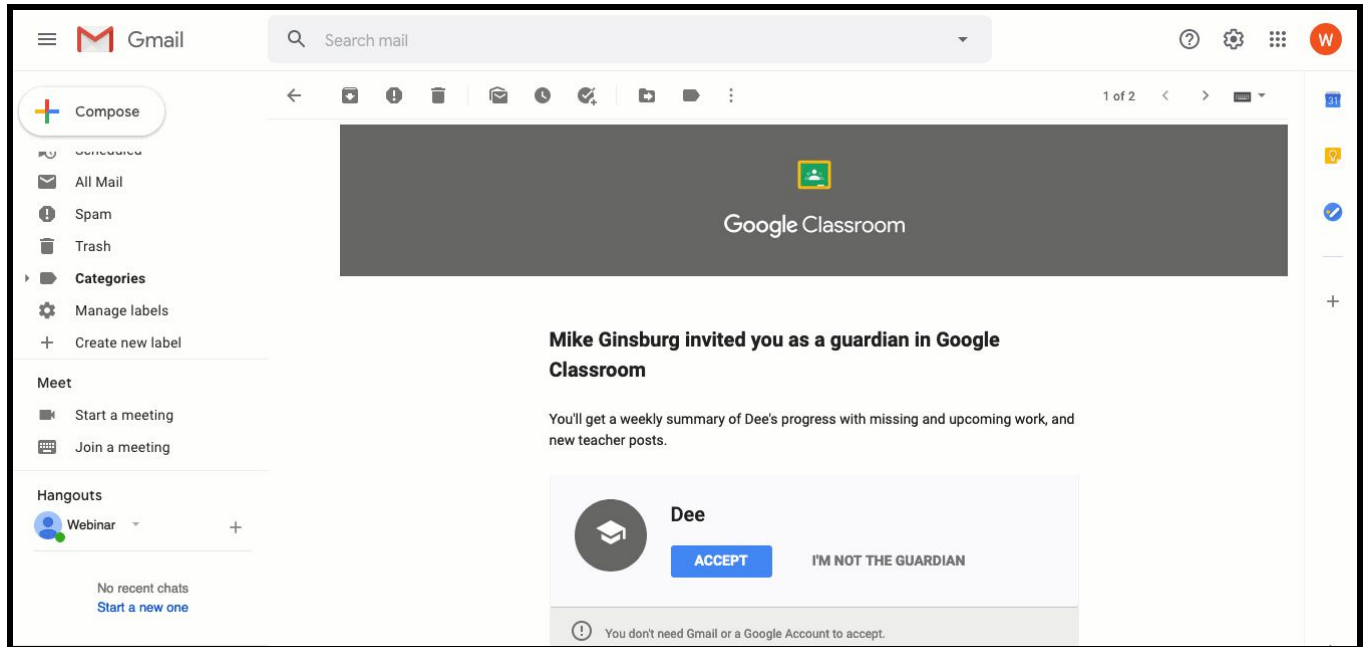
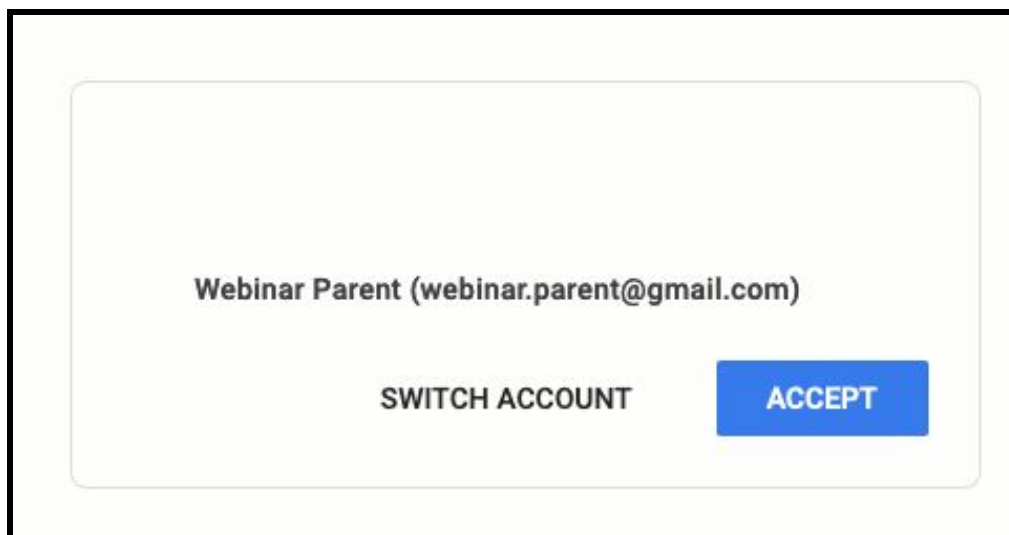


# Accept Guardian Invitation Instructions

**Step One:** Open email and click ‘accept.’



**Step 2:** A web page will open, be sure you are using the correct email account, click accept.





**Step 3:** Choose how often you would like to receive email guardian summaries:


### Google Classroom email summaries

Email summaries are sent to webinar.parent@gmail.com. [Learn more](#)

#### Frequency


How often would you like to receive an email summary of your student's activity?

 **Dee Hand**  
hand.dee@madisonps.org 

Weekly 

#### Timezone

Daily summaries are sent each afternoon, and weekly summaries are sent on Friday afternoons.

(GMT-05:00) Detroit 



**Step 4:** Set your timezone:


### Google Classroom email summaries

Email summaries are sent to webinar.parent@gmail.com. [Learn more](#)

#### Frequency

How often would you like to receive an email summary of your student's activity?

 **Dee Hand**  
hand.dee@madisonps.org 

Daily 

#### Timezone

Daily summaries are sent each afternoon, and weekly summaries are sent on Friday afternoons.

(GMT-05:00) Detroit 