Set Up Your SchoolMessenger Contact Preferences:

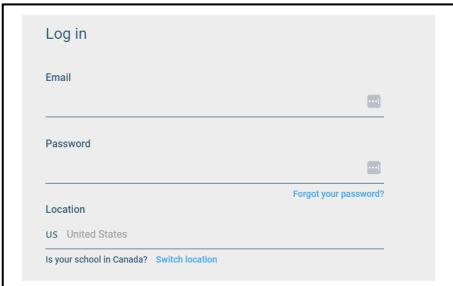1. Enter **https://go.schoolmessenger.com** into a web browser or download the InfoCenter App from the Apple App Store or Google Play Market.

2. Click *Sign Up* in the top blue bar.

3. **Enter the email address that you have on record with Lower Dauphin School District.** *If you do not know the email address that the district has on file, please contact your student's school.* School Messenger uses the e-mail address that you have on file with Lower Dauphin to verify your identity and provide access to your student's contact information.

4. **Enter a unique password.** Your password must be a minimum of size (6) characters and contain one lower case letter, one number, and one upper case letter.

5. **Check your email.** There will be a message from support@accounts.schoolmessenger.com Click on the activation link to activate your account and log into Info Center.

Update Your Call Preferences:
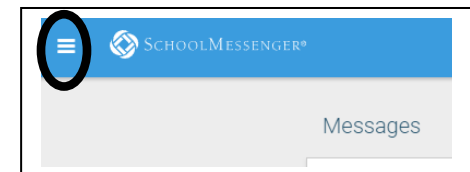
1. Enter **https://go.schoolmessenger.com** into a web browser.

2. **Log into SchoolMessenger.** You will use the email address that you have on file at Lower Dauphin School District within PowerSchool and the SchoolMessenger password that you created when you initially created your account with SchoolMessenger.

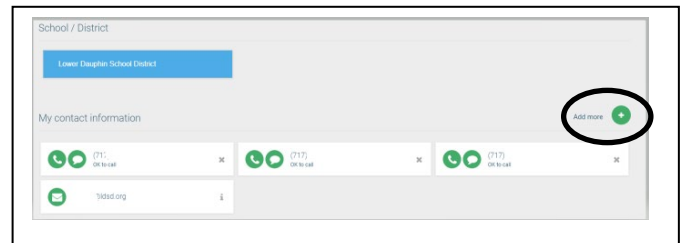3. **Click on the menu button** in the upper left hand corner

4. Select Contacts to see all students that are associated with your account.

5. Click on the menu button in the upper left hand corner and select Preferences to add contact information to your account.
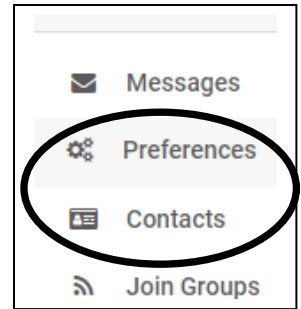
   a. Click on Add More to add a phone number or email address.

   b. Click on a phone number to select the message type and delivery methods (text message, phone call) that you would like to receive for EACH phone number.