



# Updating Information in ParentVUE

## ParentVUE Guides

### Higley Unified School District #60

## Overview

Parents can now update the following information through ParentVUE:

### Student information

- Student’s Phone numbers
- Emergency Contacts
- Health Conditions

### Parental Information

- Notification settings
- Parents email address
- Parents phone number

This information can be updated by logging onto your ParentVUE account on the mobile phone app or by logging onto your ParentVUE account on a computer.

Please note: You can only update YOUR information; the students other Parent/Guardian will need to log onto their account to update theirs.

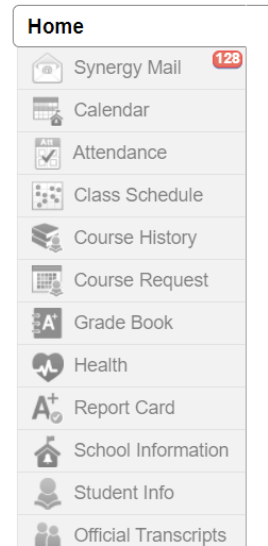
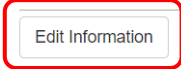
## Updating Information through the ParentVUE

Log onto your ParentVUE account by visiting <https://parentvue.husd.org/>

### Updating Student Information

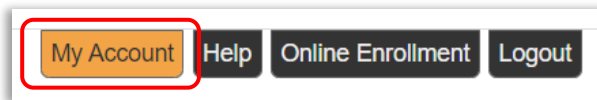
1. To update your student’s information, make sure you have the correct student selected on the top Left of your ParentVUE screen. If you have more than one student there will be a dropdown arrow next to your student’s picture.
2. Once you have selected the student you would like to update, click on the Student Info tab under the Home Menu
3. Once the Student Info screen populates, select Edit Information under the Student Info title.
4. Here you can change:
  - Student’s Phone numbers
  - Emergency Contacts
  - Health Conditions
5. After you make the changes, click on Save **Changes** on the top or bottom of the screen.

### STUDENT INFO



### Updating Parent Information

1. To update your information, click on **My Account** on the top right of the ParentVUE screen.



2. On the **Account Information** screen you can update:

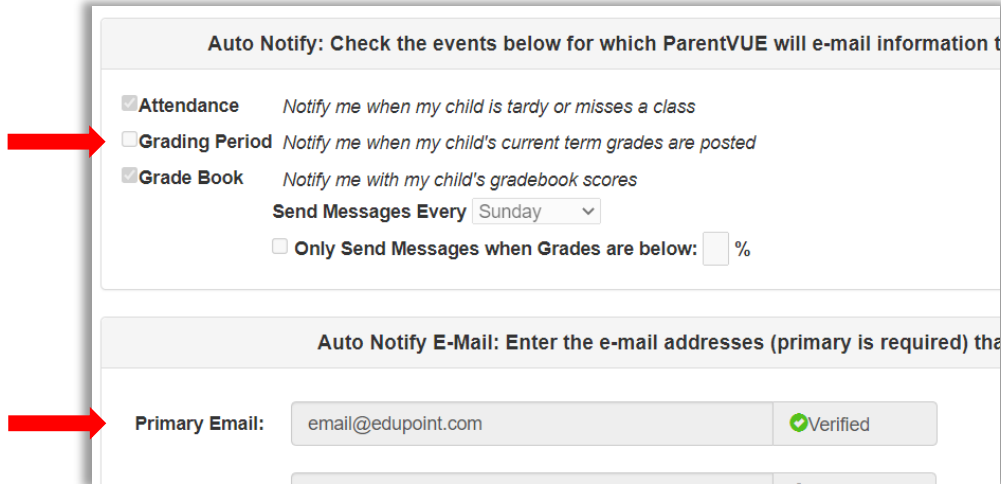


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- Notification settings
- Parents email address



**Auto Notify: Check the events below for which ParentVUE will e-mail information to**

**Attendance** *Notify me when my child is tardy or misses a class*

**Grading Period** *Notify me when my child's current term grades are posted*

**Grade Book** *Notify me with my child's gradebook scores*

Send Messages Every

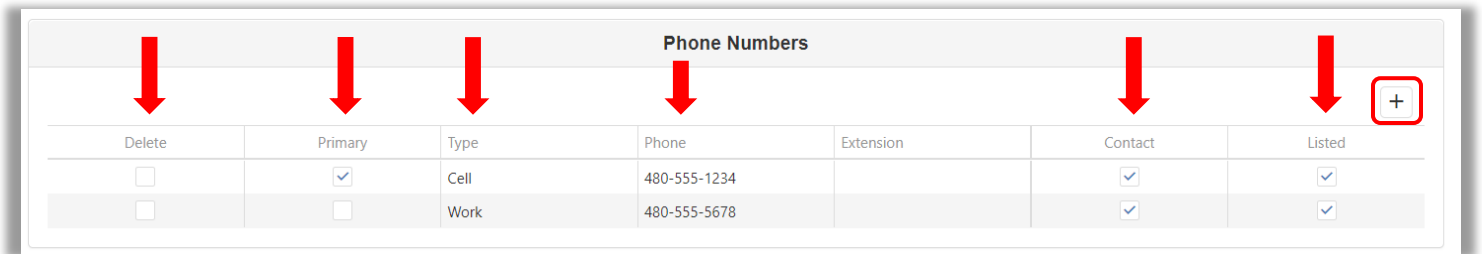
Only Send Messages when Grades are below:  %

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**Auto Notify E-Mail: Enter the e-mail addresses (primary is required) that you would like to receive information from**

**Primary Email:**  ✓ Verified

- Parents phone number: You can delete phone numbers, select what number is primary the phone number type, edit the number itself, indicate whether you would like HUSD to contact you and you can indicate if your number is unlisted. You can also add numbers by clicking the =



Phone Numbers						
Delete	Primary	Type	Phone	Extension	Contact	Listed
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cell	480-555-1234		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	Work	480-555-5678		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

3. After you have made the necessary changes, click on the blue **Update Account** button at the top or bottom of your screen and your changes have been saved.

