



Special Education & Student Services Department

37 Robb Hollow Road • Pittsburgh, Pennsylvania 15243
Phone: 412.344.2011 Fax: 412-344-2134
Email: jshuman@mtlsd.net

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Dear Parents:

In collaboration with our alternative transportation partner, FirstAlt, Mt. Lebanon School District is launching FirstView®, a real-time vehicle GPS tracking and student transportation monitoring platform.

With FirstView, parents and caregivers can download the secure, easy-to-use vehicle tracking mobile app that will allow you to stay easily connected with your student(s) daily trips.

- See the real-time vehicle location via GPS and track its progress.
- Easy access to driver and vehicle details as well as updates regarding any changes.
- Set-up family members and caregivers to receive trip email alerts.
- Dedicated customer support team for all app-related questions.

Let's get you started with FirstView!

Step 1: Download the free, easy-to-use mobile app, which is available on both iOS and Android devices. Search for app name: **FirstView 1.0**

Step 2: Set up your FirstView 1.0 mobile app profile. You'll be asked to provide:

- The 5-character District Code: Q9I6U
- Your student's date of birth
- Phone number of the primary guardian on file
- Confirm the student(s) name to be added

To Provide the Best Education Possible for Each and Every Student.



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Step 3: Once you have added your student, set-up and receive distance notifications in app, via push notification, or via email. To set this up within the FirstView app, go to Settings > Notifications > Manage Distance Notifications.

Step 4: Next, you can have yourself or other family members and caregivers receive daily trip email alerts. To set this up within the FirstView app, go to Settings > Notifications > Manage Recipients.

Step 5: Once you have added your student(s) and signed up any additional family members and caregivers with daily trip email alerts, begin tracking their daily trips!

FirstView Customer Support is here to help mobile app users with all app-related questions:

Monday – Friday from 7:00 am – 5:00 pm EST

Parent and Caregiver Email Support: support@myfirstview.com

Parent and Caregiver Phone Support: (888) 889-8920 Toll Free / (513)419-2921

Sincerely,

Dr. Jennifer Shuman
Director of Special Education & Student Services

To Provide the Best Education Possible for Each and Every Student.