ParentSquare

Parent Training

Getting Started

Download the App

Android

iOS

www.parentsquare.com

Training Agenda

What is ParentSquare?

Good to Know for Parents

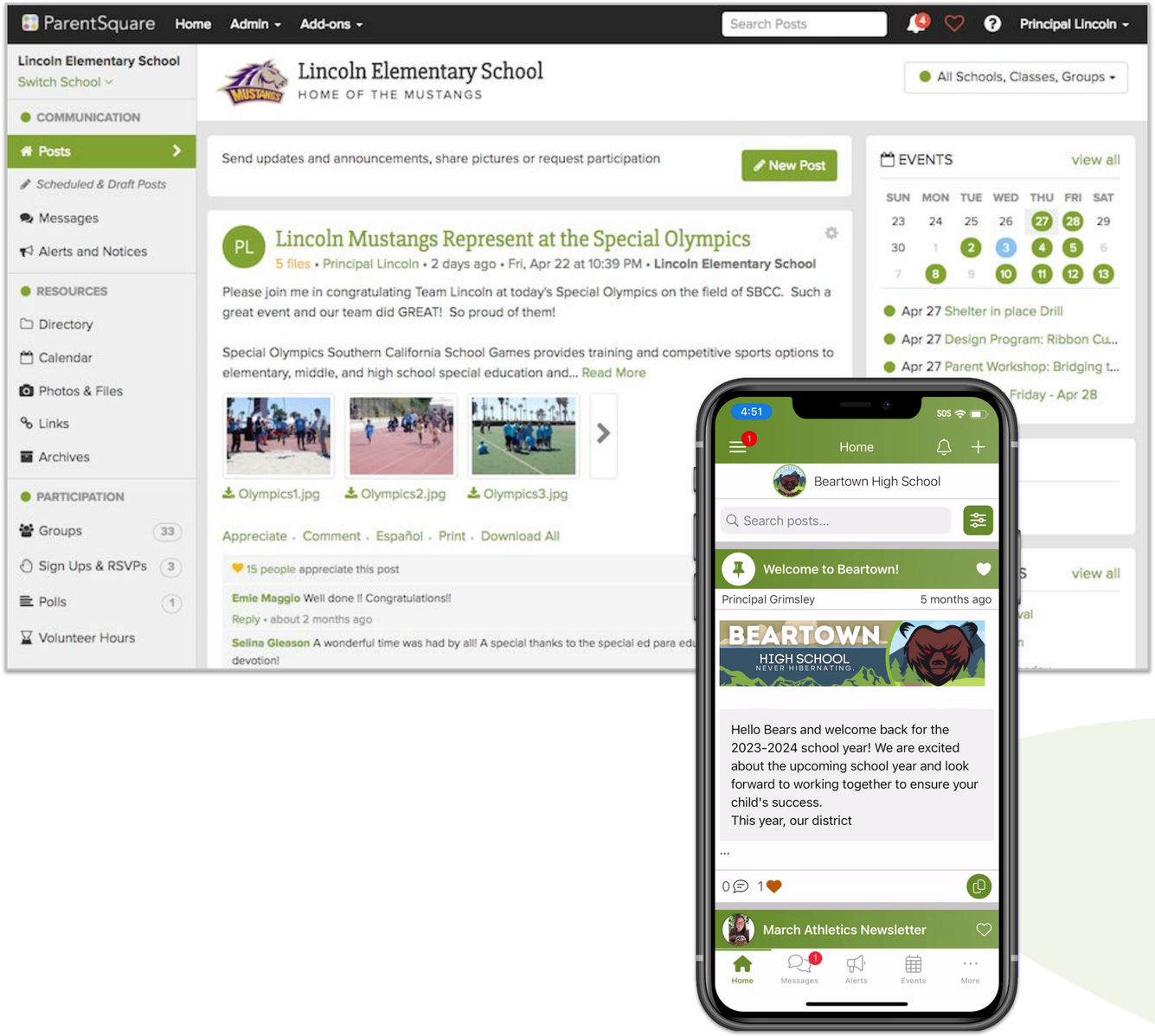
3 Ways to Communicate in ParentSquare

- Posts
- Direct Messages
- Smart & Urgent Alerts

Account Setup & Contact Verifications

Notification & Language Preferences

ParentSquare Overview



One Central Tool

One spot to access information and get in touch with key personnel.

Quick Translations

Automatic translations in over 180 languages.

Two-Way Communication

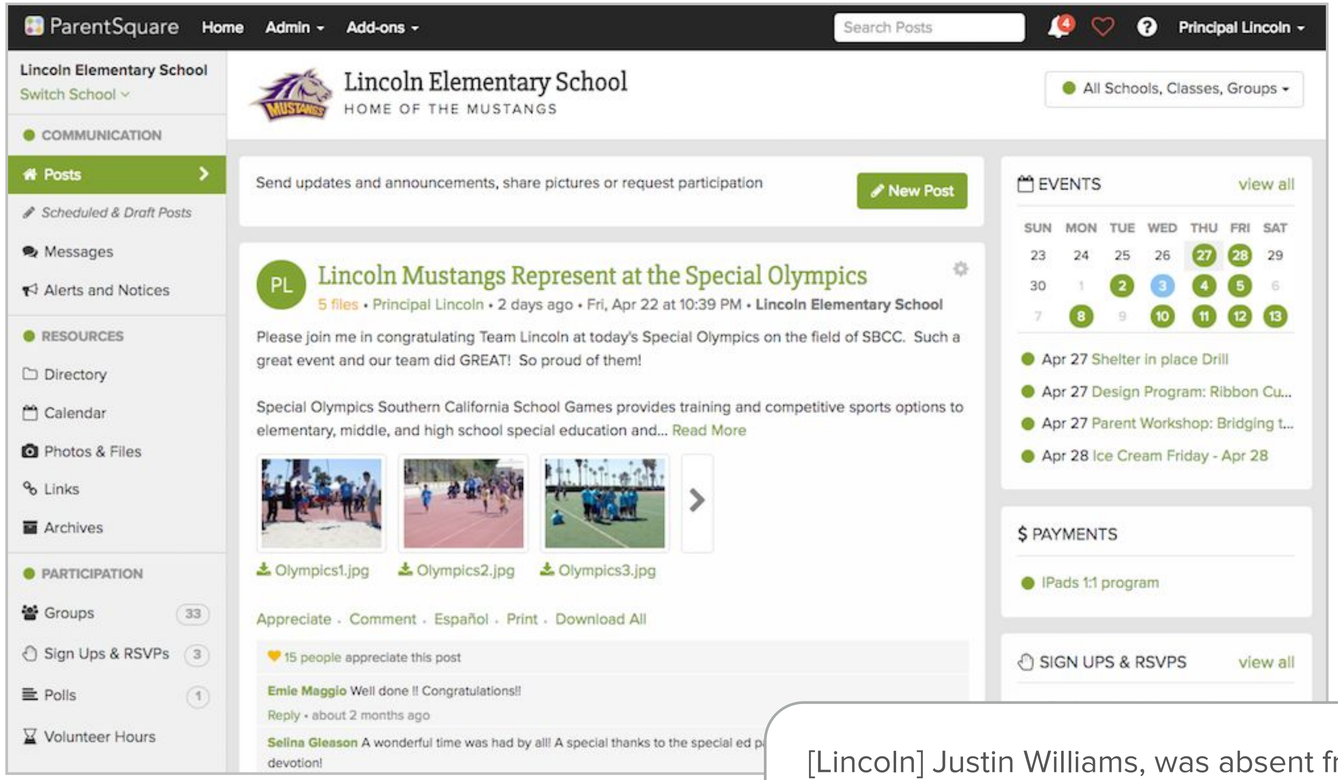
Stay up to date and engaged with the content by completing forms, offering to volunteer and much more right from inside of ParentSquare!

Text, Email, App, Voice

Receive notifications in a variety of ways. Users can set notification preferences for communication.

www.parentsquare.com

Multiple Way to Communicate



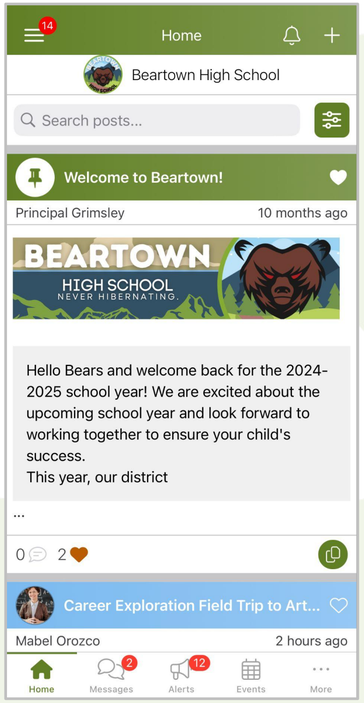
Mobile-Friendly and Familiar Website

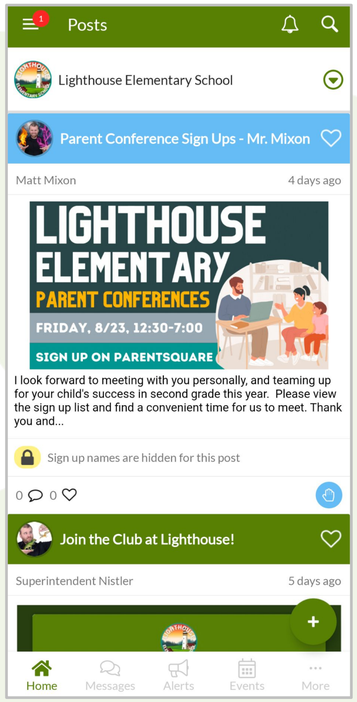
[Lincoln] Justin Williams, was absent from 1st Period today, Oct 25.
Call 555-622-3634 x 1011 or click http://psqr.io/ZNeCYi2YH to excuse.

Email and Push Notifications

Text Notifications

[Lincoln] First meeting this Friday
http://psqr.io/ANeCRTi6





Native iOS and Android Apps

www.parentsquare.com

Good to Know: For Families

Notifications

- You choose how and when

What to Expect

- What was on paper is now on your phone.

You can reach out too!

- Message any school staff (except principal), including class teacher and assistant / room parent.

Posts

Everyday Communication

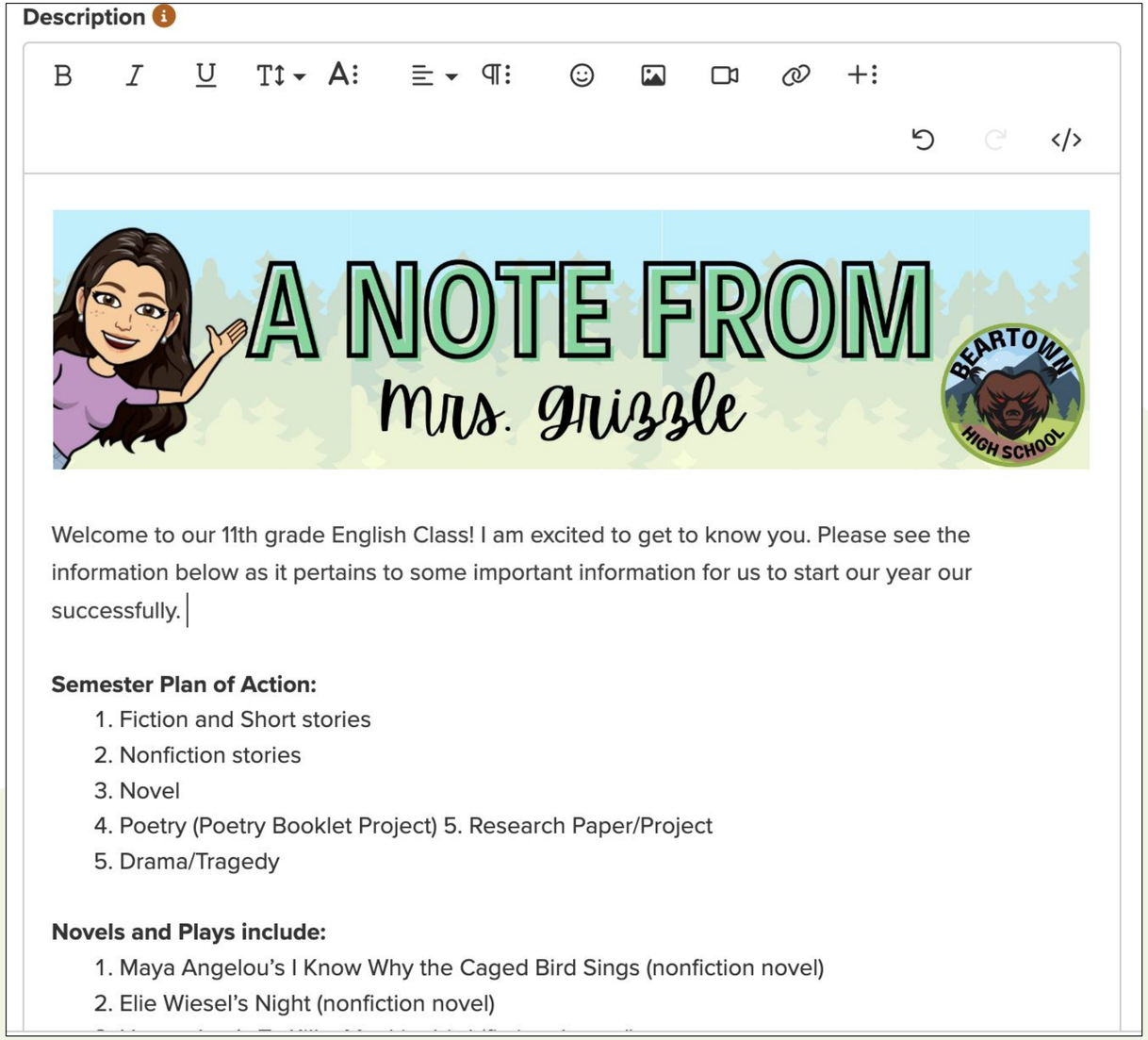
Newsletters, announcements, and updates to keep you in the know. Content is automatically translated into over 180 languages.

Engage with Posts

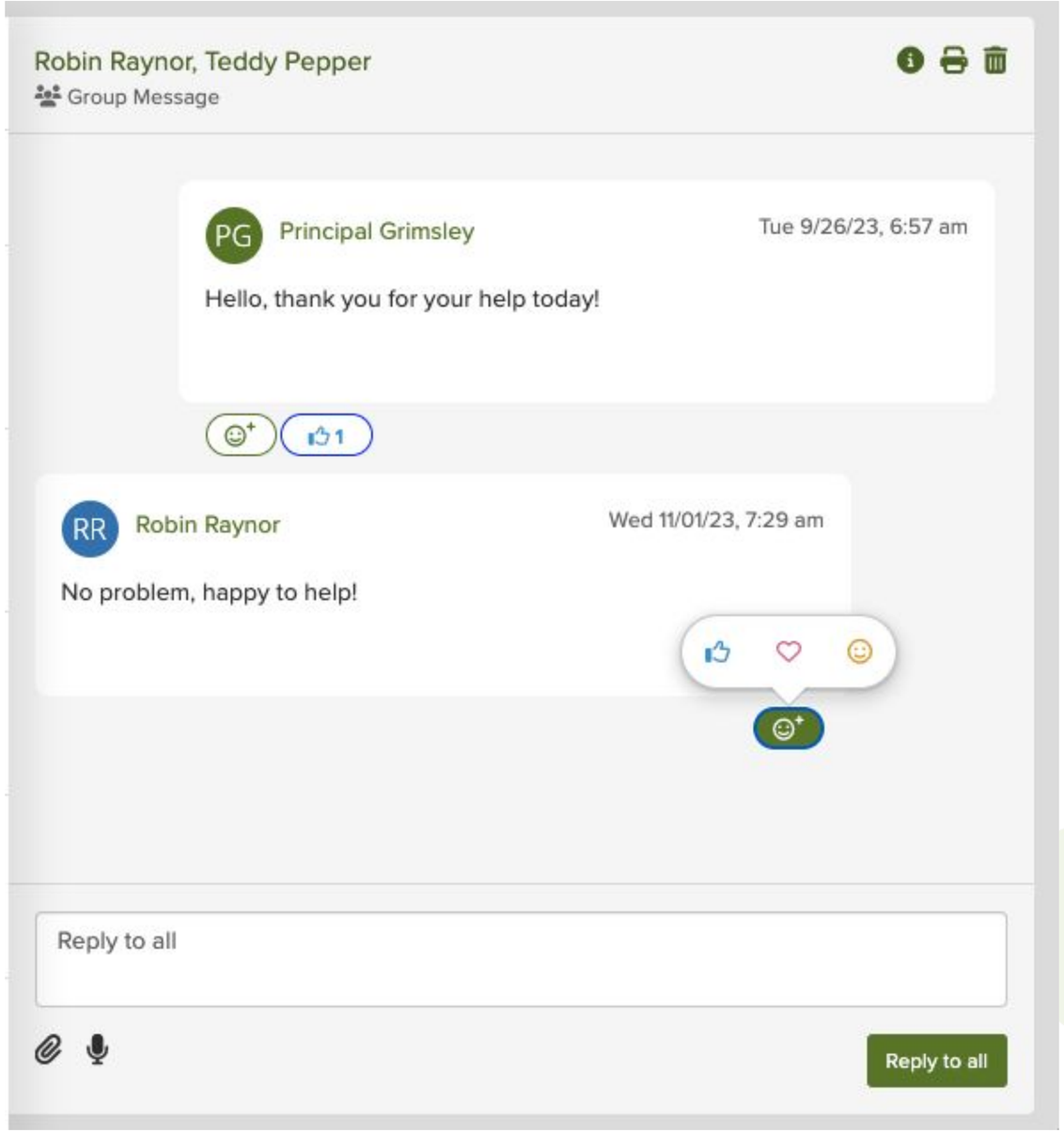
RSVPs, Volunteer Sign Ups, Wish Lists, Forms, and more!

Appreciate and Comment

Interact further by commenting (privately) and appreciating on Posts!



Direct Messages



Instant Real-Time Chat

Send and receive Direct Messages over text, email, web, or app.

Private or Group Conversation

Send a single message privately to all recipients (BCC) or hold a group conversation.

Two-Way Translation

All messages are two-way translated.

Alerts

Alerts

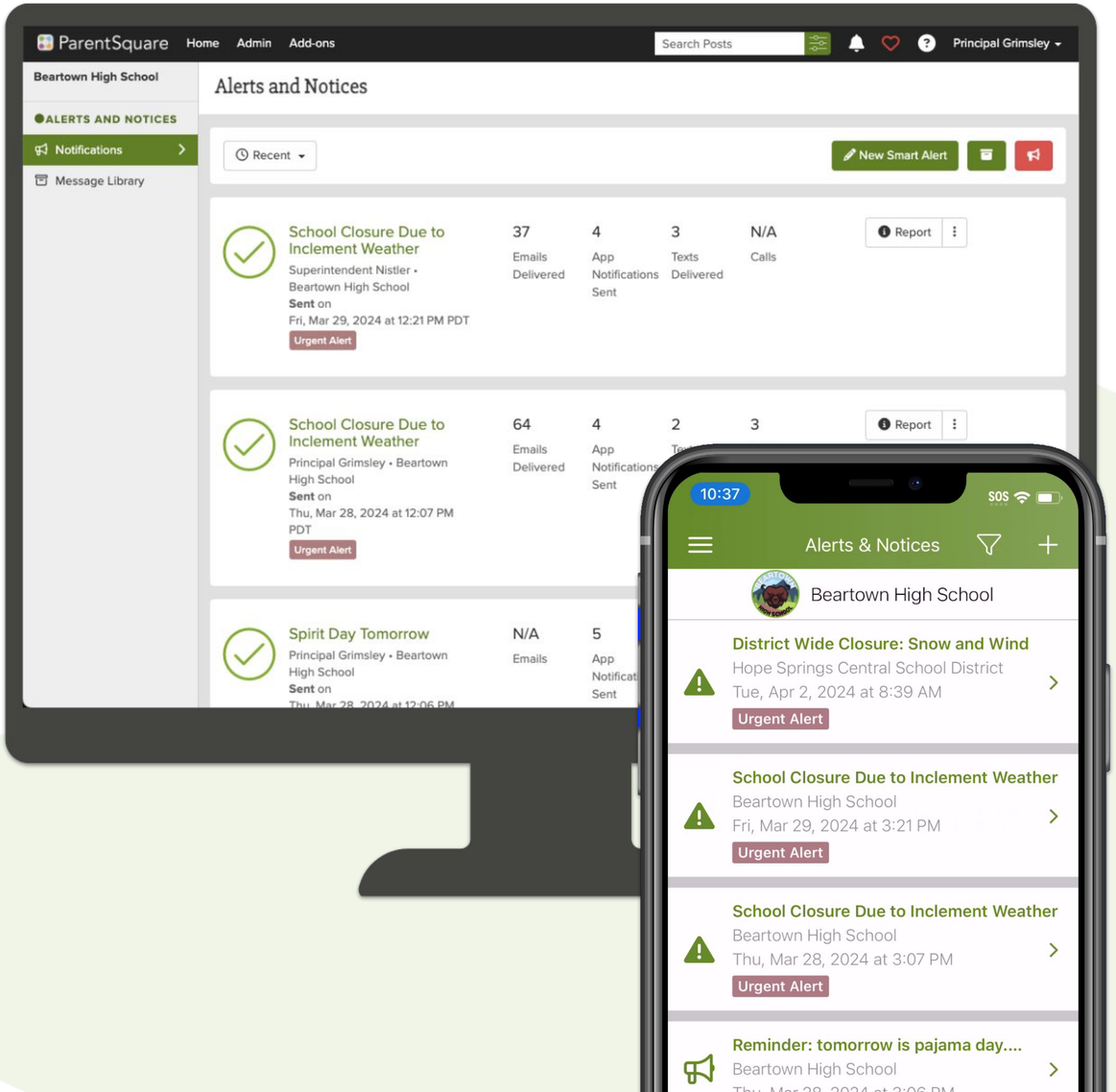
- One-way messages sent over email, text, app, and voice.
- Visible in the Alerts & Notices section

Smart Alerts: important, but not critical.

- School updates & Announcements

Urgent Alerts: reserved for dire, critical situations.

- School Closures, lockdown, etc.

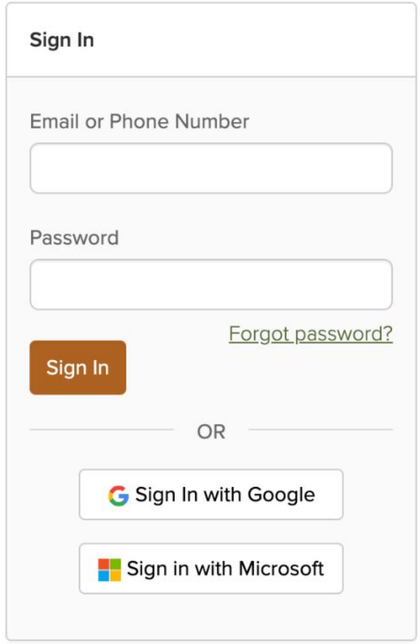


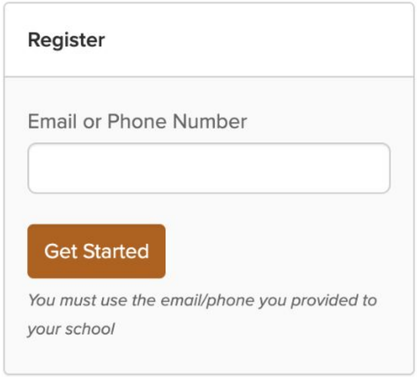
Activate or Sign In

ParentSquare

Download the ParentSquare mobile app

Send and receive school communications on the go





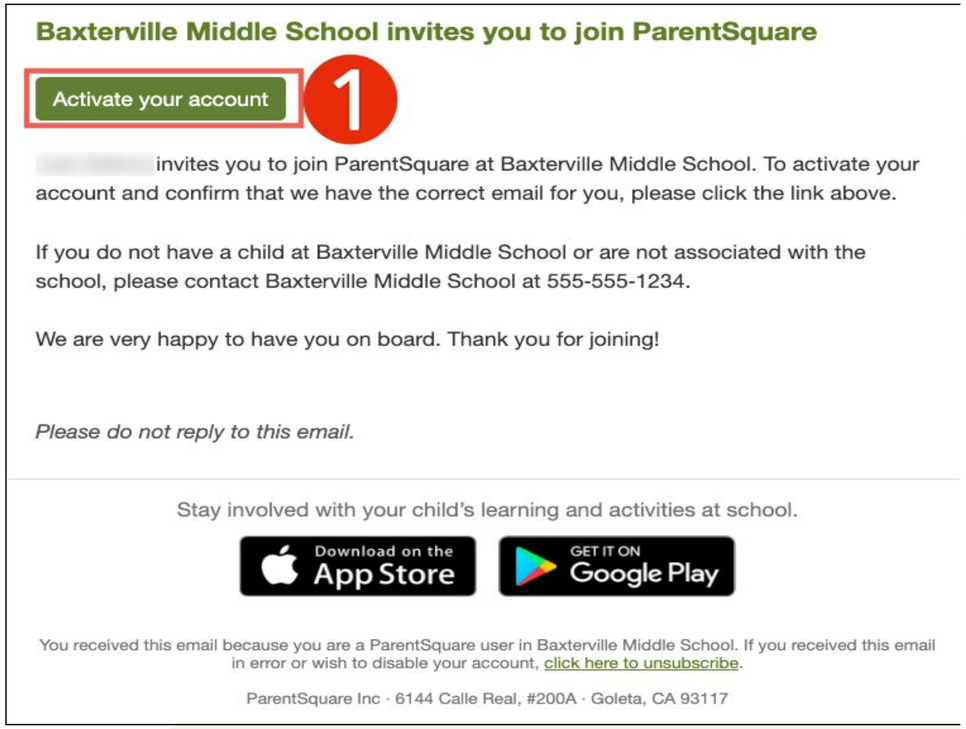
www.parentsquare.com/signin

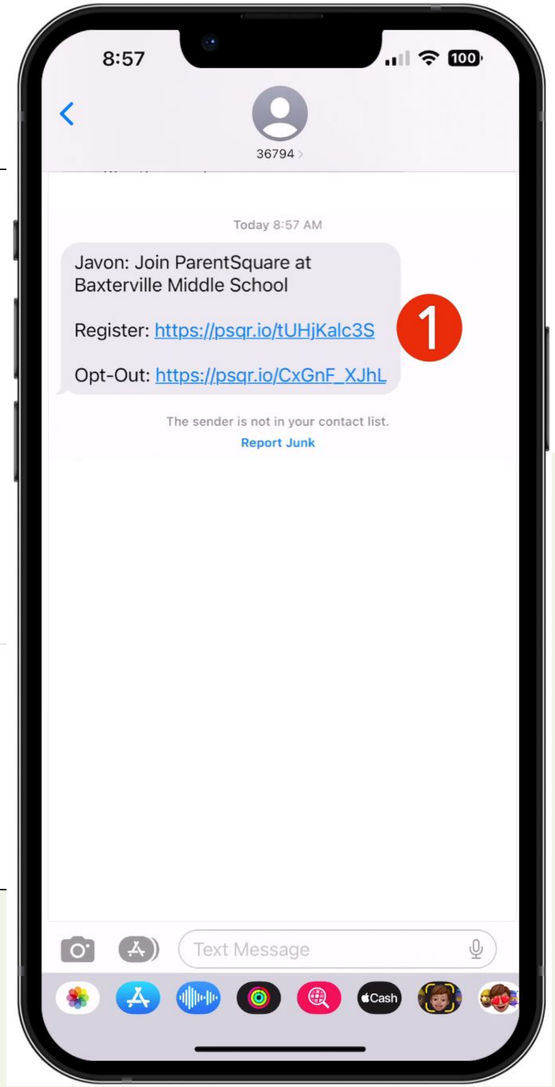
Download the free mobile app for Android or iOS

Access ParentSquare from a device at **www.parentsquare.com**

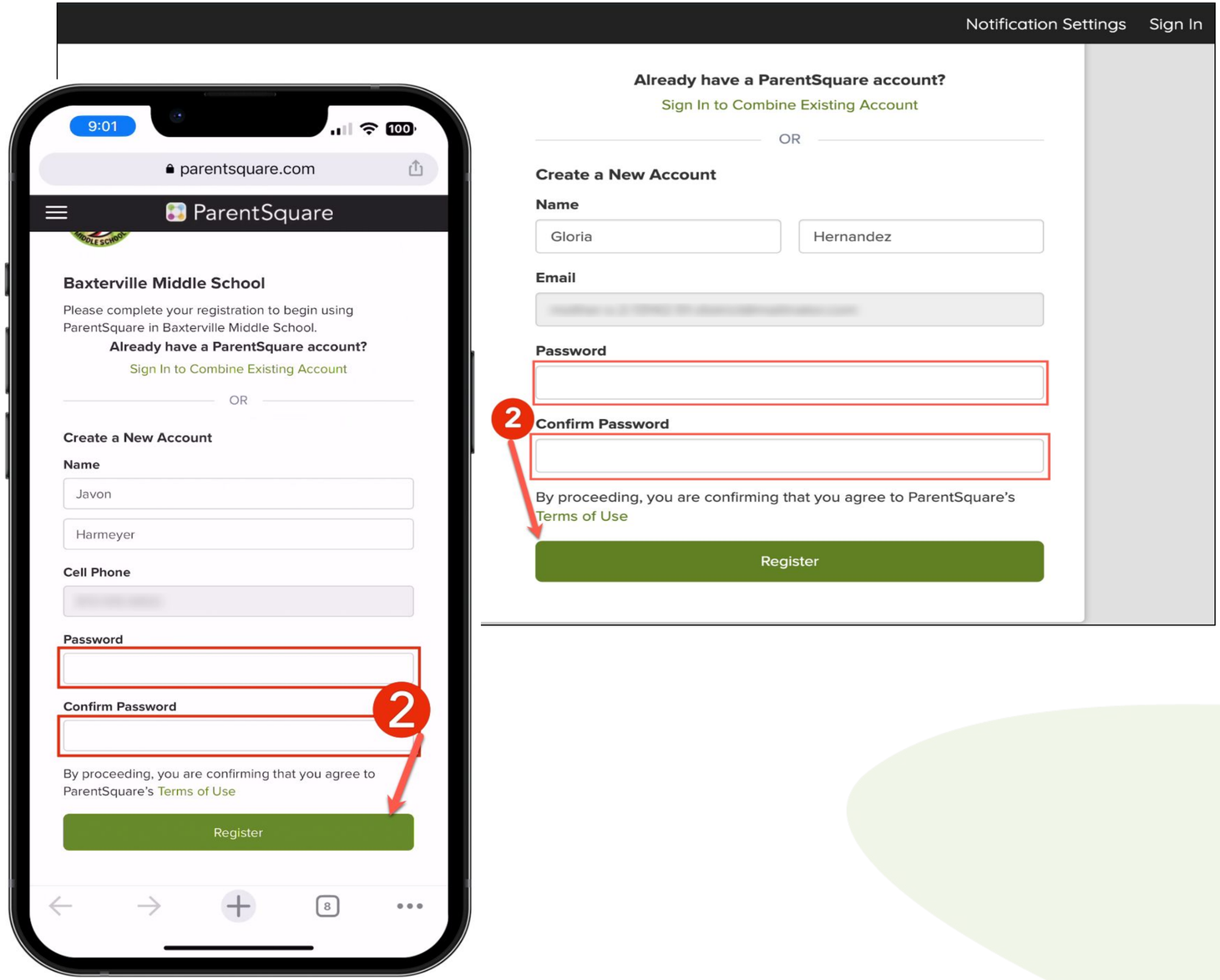
School Invitation

1. Open the invitation email or text. Click **Activate your account** or tap the link to activate your account.



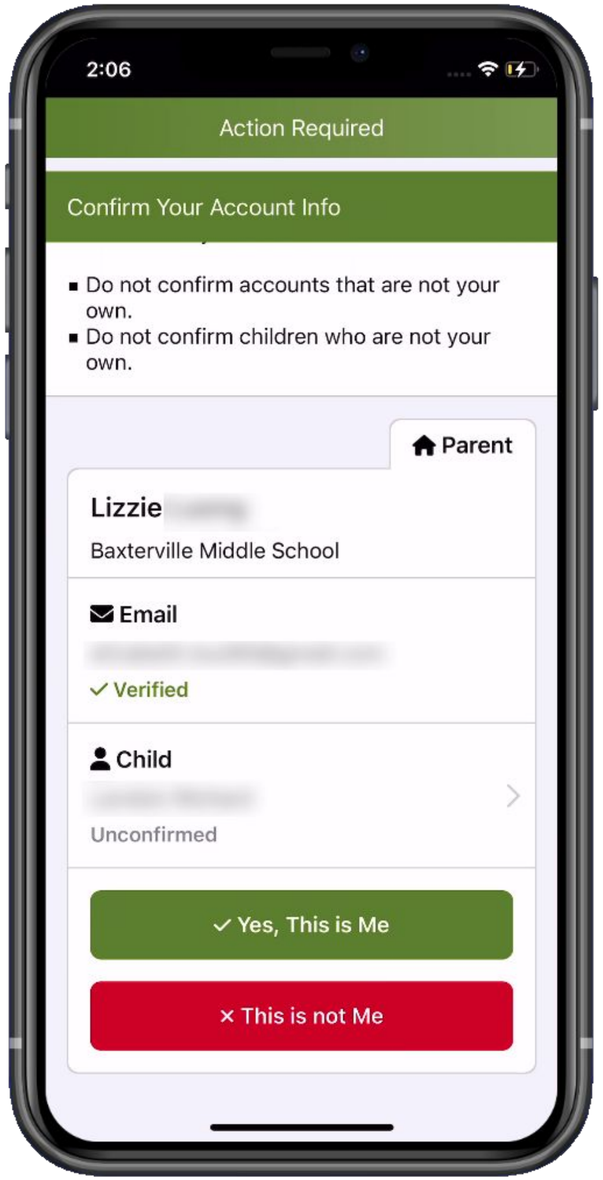


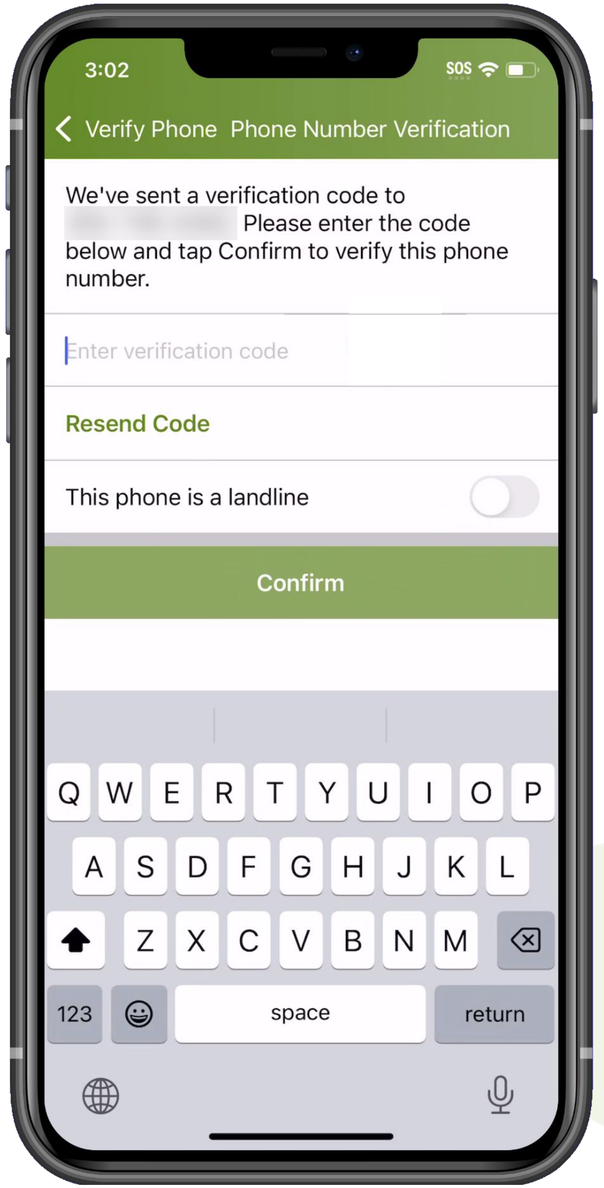
School Invitation



2. Create a Password for your ParentSquare account and click **Register.**

Confirm Your Contacts (Mobile)



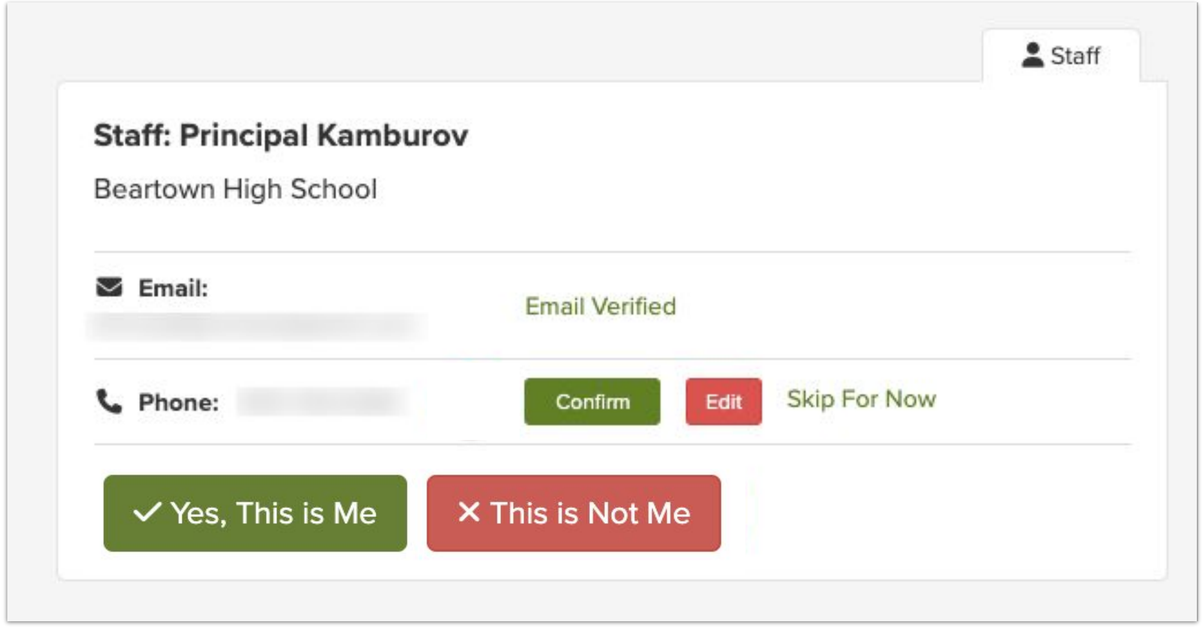


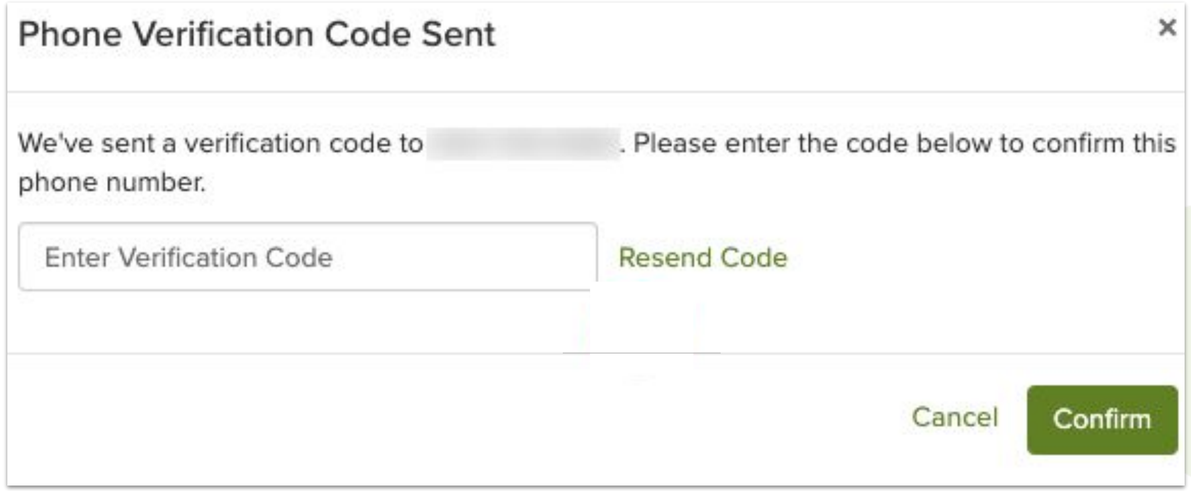
3. Click **Confirm** for your phone number and/or email.

   A verification code will be sent to the email or phone number.

4. Enter the verification code to confirm.

Confirm Your Contacts (Web)





3. Click **Confirm** for your phone number and/or email.

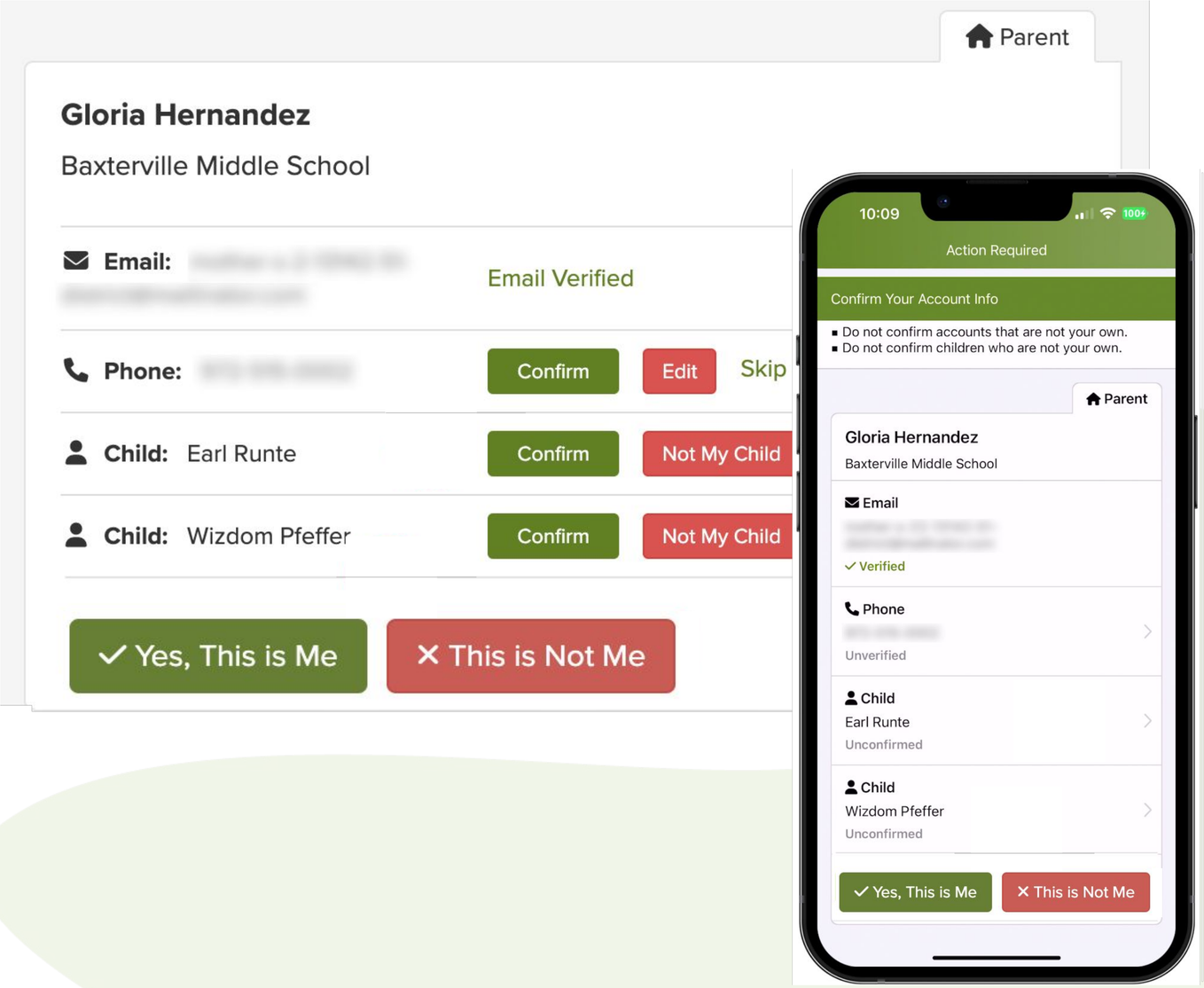
   A verification code will be sent to the email or phone number.

4. Enter the verification code to confirm.

Confirm Your Children (Multiple Children)

5. Confirm your child(ren) by clicking **Confirm**. Use Not My Child if a child listed is not associated with your account.

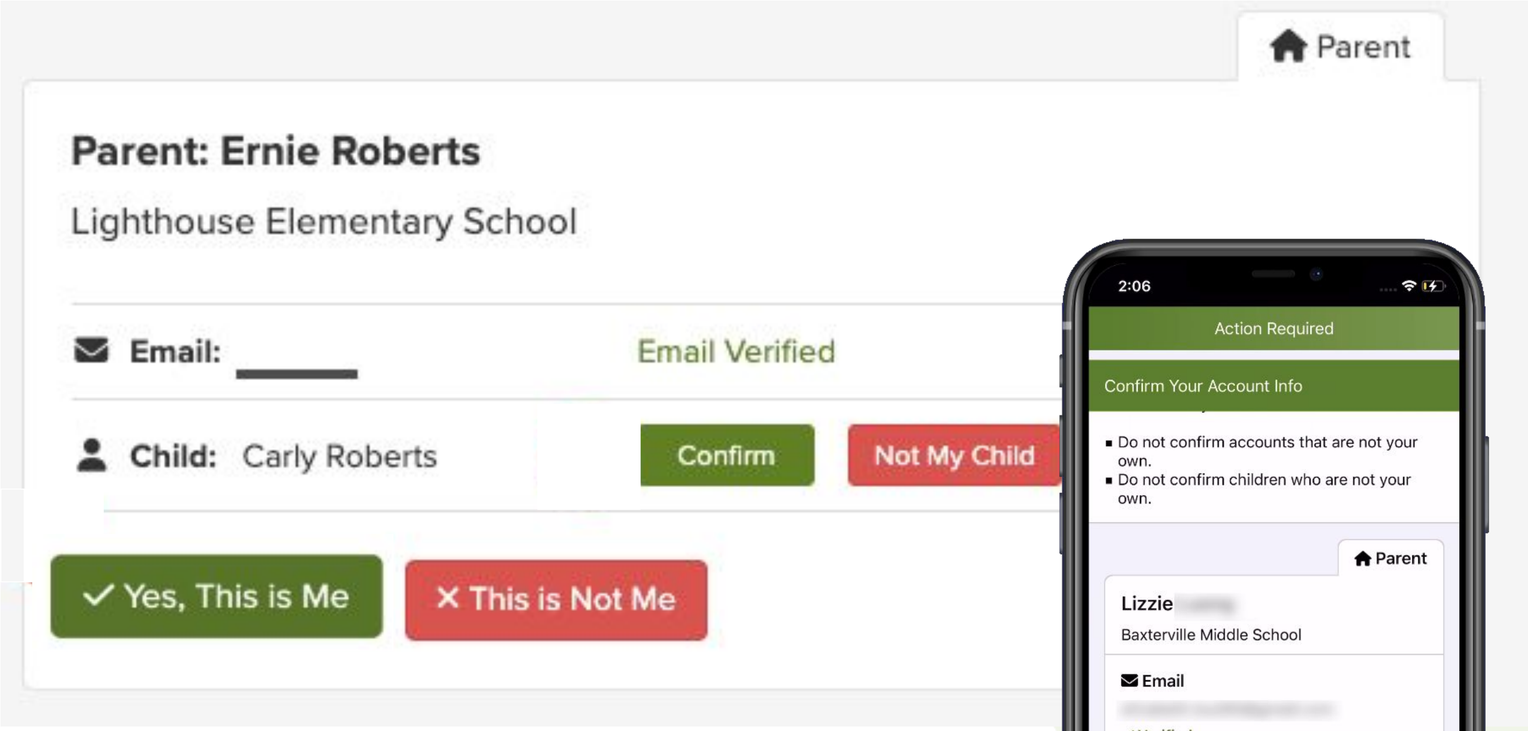
6. Select **Yes, This is me** when you have confirmed your contact information and child(ren) associated with your account.

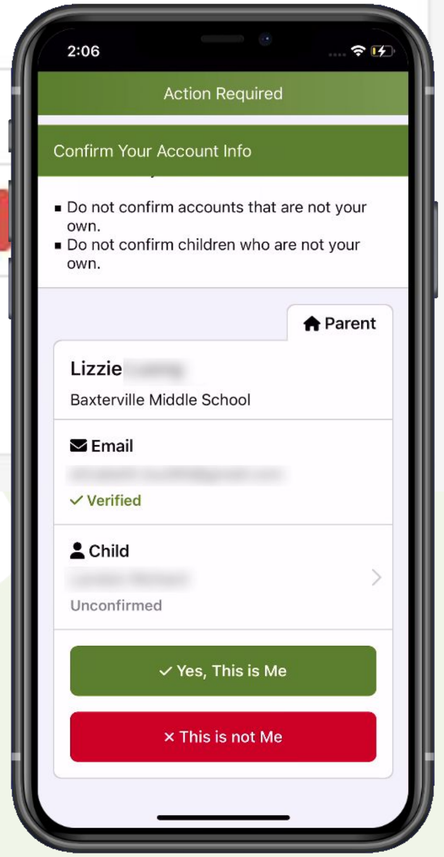


Confirm Your Children (Single Child)

5. Confirm your child(ren) by clicking **Confirm**. Use Not My Child if a child listed is not associated with your account.

6. Select **Yes, This is me.** when you have confirmed your contact information and child(ren) associated with your account.



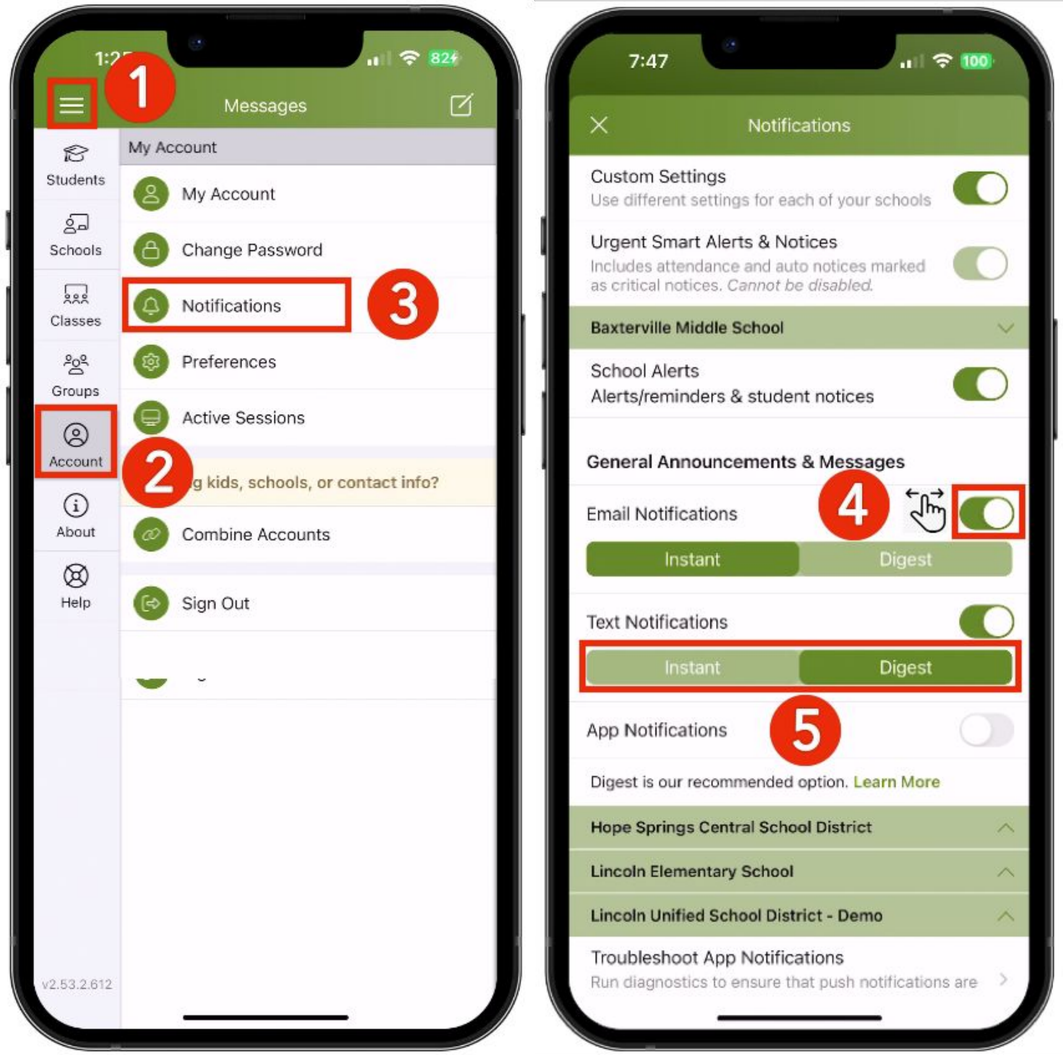


Name misspelled?
Wrong email or phone number?
Missing a child on your account?

Contact your district or school administrator to have the information updated.

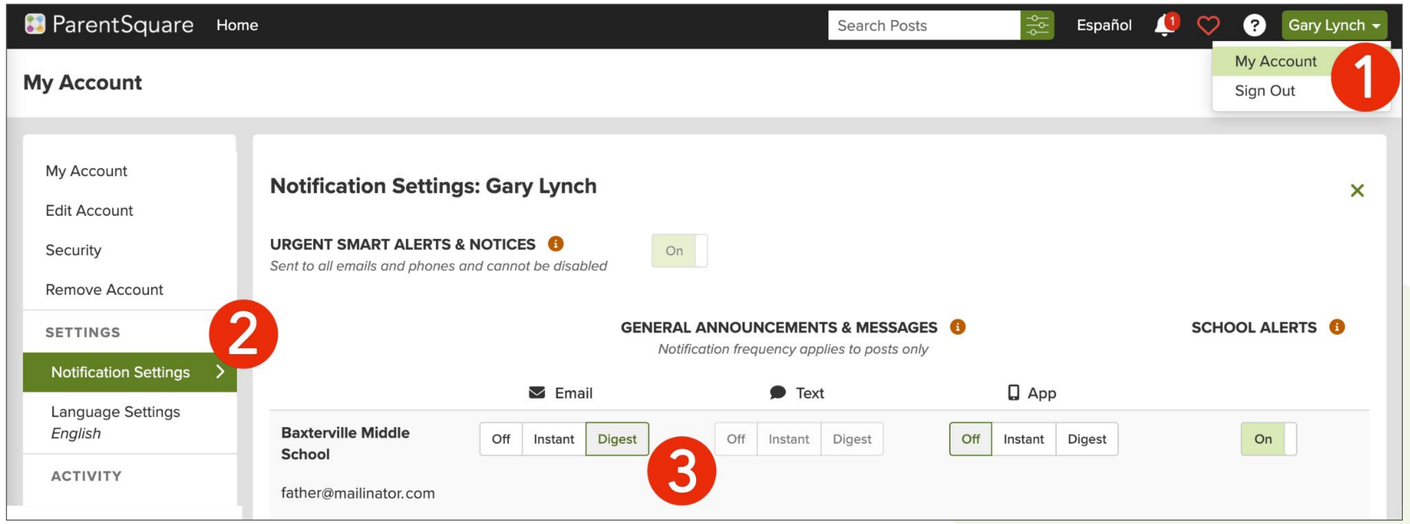
Notification Settings (Mobile)

1. From Home, tap the **Menu** (triple bars) on the top-left.
2. Select **Account**.
3. Select **Notifications**.
4. Use the toggle to turn on or off notifications by email, text and app.
5. Select **Instant** or **Digest** for each mode.



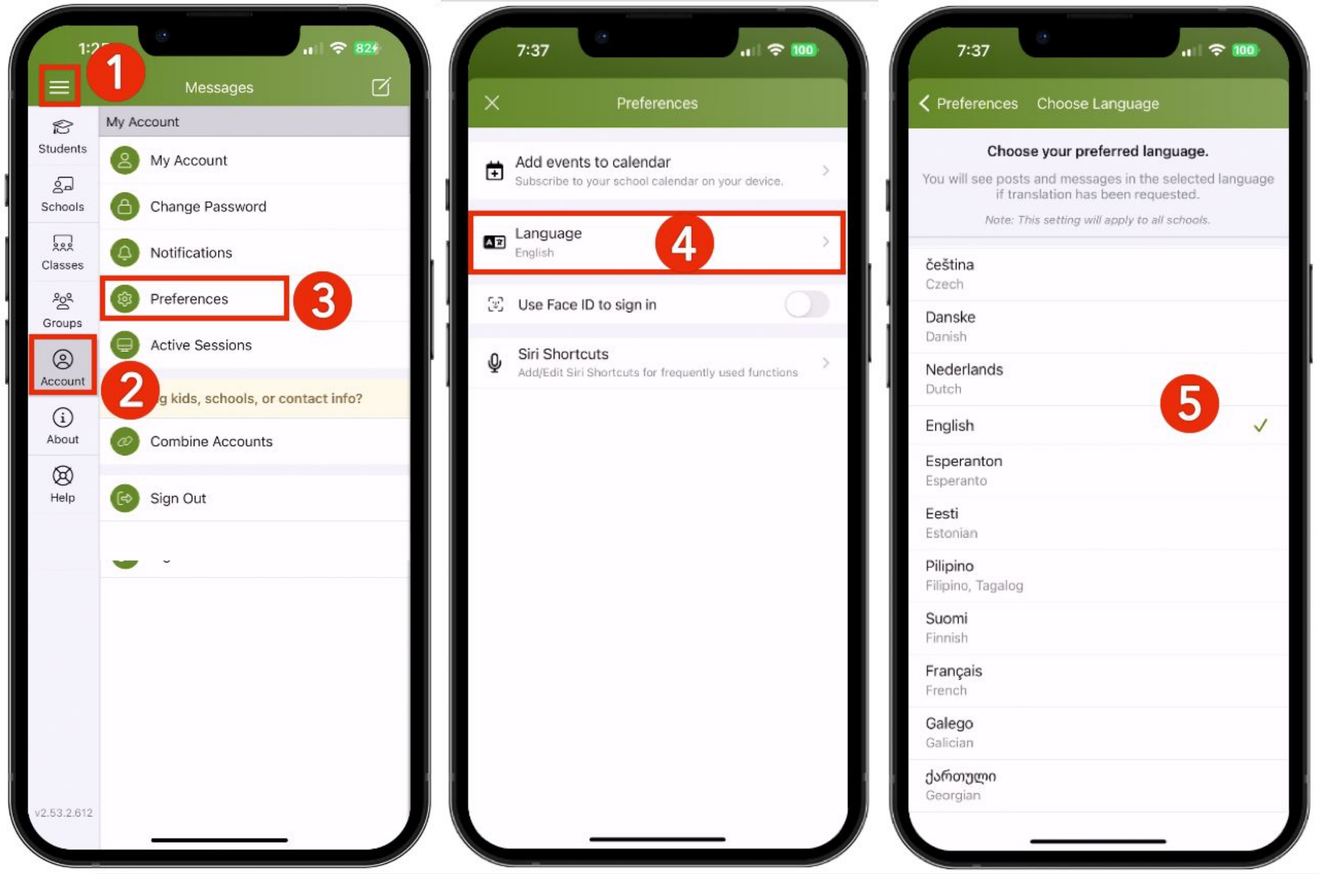
Notification Settings (Web)

1. From Home, click your name at the top-right and select **My Account**.
2. Select **Notification Settings** on the left.
3. Choose your preferred Notification Settings for General Announcements & Messages (Off, Instant or Digest) and School Alerts (On or Off).



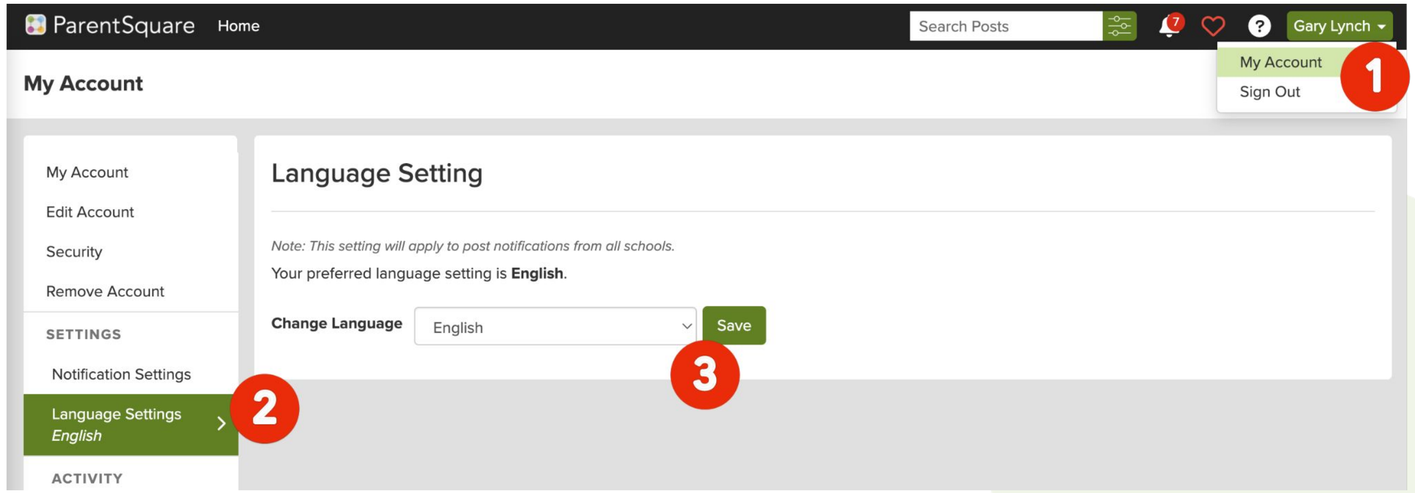
Language Settings (Mobile)

1. From Home, tap the **Menu** (triple bars) on the top-left.
2. Select **Account**.
3. Select **Preferences**.
4. Select **Language**.
5. Scroll through the list and tap your **language** choice.



Language Settings (Web)

1. From Home, click your name at the top-right and select **My Account**.
2. On the left, select **Language Settings.**
3. Click the drop-down menu, select your language and click **Save.**



ParentSquare

Thank you.