Getting Started Guide

StudentSquare is an easy to use and secure communication tool for students and staff.

What you can do with StudentSquare

- Receive messages from school by email, text or mobile app.
- Send messages to your teachers and staff at school.
- Stay in the loop regarding late start days, extracurricular activities, and class projects.
- Subscribe to calendars, RSVP to events, complete forms, use sign-up sheets and participate in groups.

The StudentSquare apps are free and available in both the Apple iOS and Android stores.

You can also access StudentSquare on the web at

mystudentsquare.com/signin

Follow these steps to activate your account and begin using StudentSquare:

1. Download StudentSquare from your app store.
2. Tap “Sign in with Microsoft”. Use your myOLSD student email. [Example 29JSmith@olsd.us] There will be several follow-up steps of signing in and authorizations.
3. If prompted, give permission for the app to send notifications to your phone.
4. Tap “Yes, This is Me” to verify your identity in the app.
5. DO NOT choose to send an email for verification. Instead, tap the arrow next to your name and contact info, and tap “Skip for Now”. (You might have to tap it on two different screens.)
6. Once it takes you to your school home screen, then you are finished with setup.

Updates will come through as a push notification on your phone. To receive an actual text message, you MUST change your account notification settings in the app.