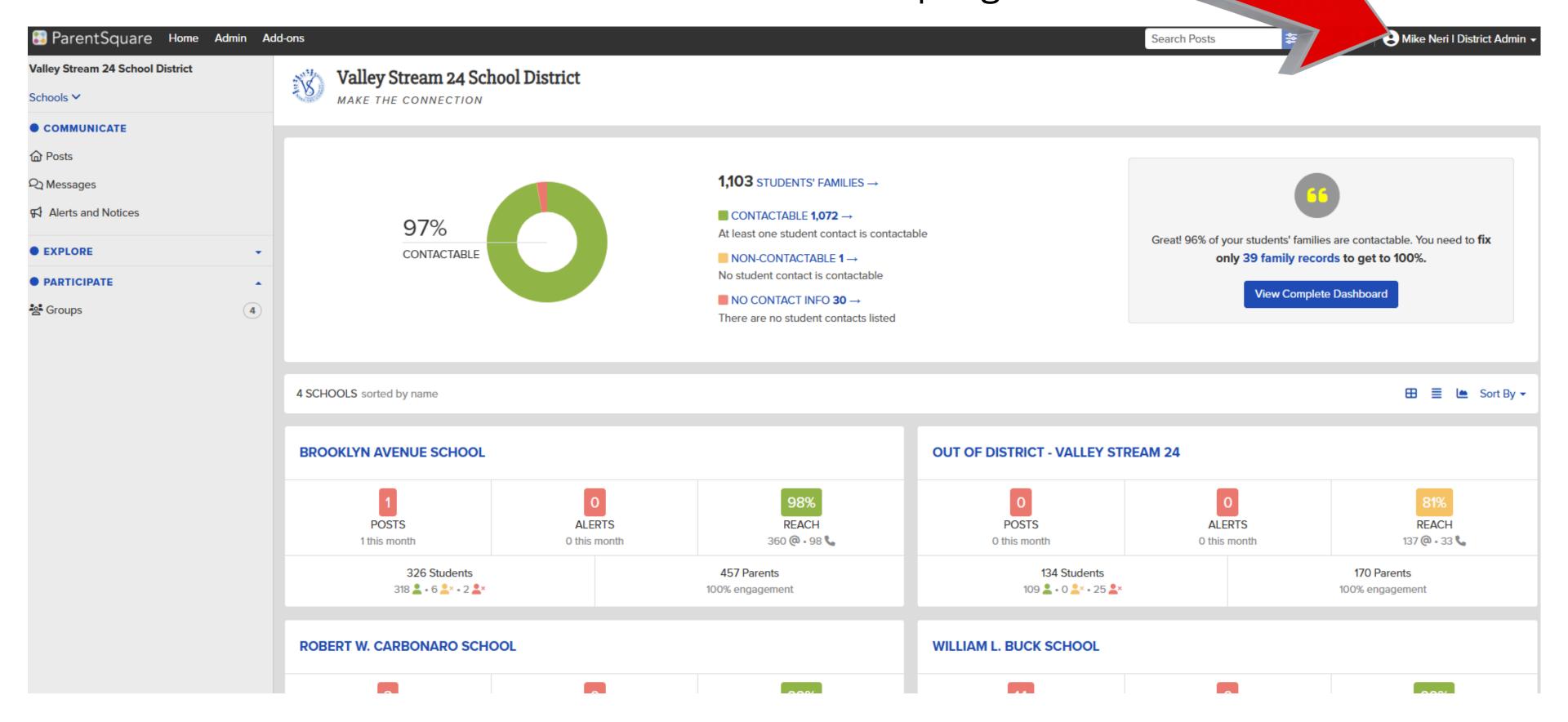


On the Website:

Log in to your ParentSquare account.

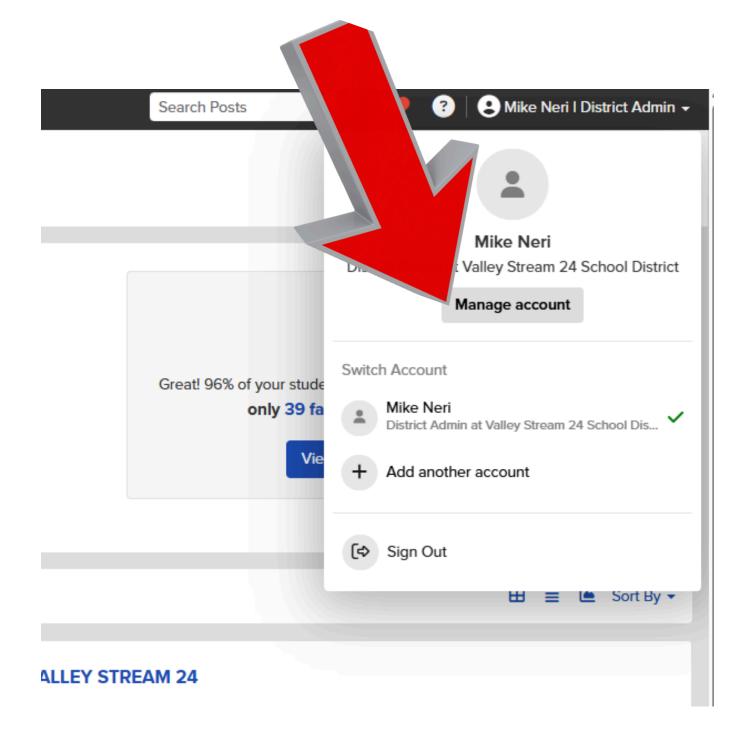
Click on YOUR NAME in the top-right corner

ParentSquare





select MANAGE ACCOUNT



Select **NOTIFICATION SETTINGS** from the menu on the left-hand side.

Mike Neri | District Admin Mike Neri My Account Edit Contact Info alley Stream 24 School District District Admin Edit Account echnology Specialist Security mneri@vs24.org (Staff) \@ hidden Remove Account **SETTINGS** Roles & Permissions Notification Settings Language Settings English Office Hours **ACTIVITY** Posts Archived Posts ParentSquare Scheduled & Draft Posts Groups Volunteer Hours



Choose to **ENABLE** or **DISABLE** notifications, and select **INSTANT** or **DIGEST** for each.



DIGEST means the notifications will go out around 6:00 PM

Mike Neri | District Admin

