

## Our School District is now using ParentSquare!

We are excited to let you know that this year we'll be using ParentSquare to communicate with you at the school, and in your classrooms and groups. ParentSquare provides a simple and safe way for everyone at school to connect.

With ParentSquare you'll be able to:

- Receive all district, school and classroom communication via email, text, or app
  - From the teacher about the learning in class
  - From the District about Emergency Alerts
- View the school and classroom calendar

## Do I need to do anything?

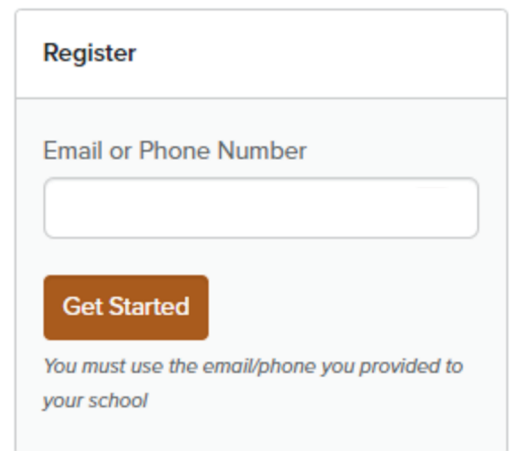
No, but you may want to... without any further steps on your part, you will automatically begin to receive the text messages and emails, however, if you complete your account setup and/or download the ParentSquare app, you might prefer the experience more.



## How do I access my account?

You can do this from the web at [www.parentsquare.com](http://www.parentsquare.com) or through the ParentSquare app. Using either pathway, your account is connected to the email address you've provide the District in Skyward.

At the login screen, use the **Register** feature to review your account details and create a password. Conversely, if your email on file is a Gmail, you can use the Sign In with Google option. Once you've accessed your account, you'll be asked to confirm your email address and phone number on file.



The screenshot shows a registration form with the following elements:

- A header section labeled "Register".
- A text input field labeled "Email or Phone Number".
- An orange "Get Started" button.
- A note below the button: "You must use the email/phone you provided to your school".

## How do I change my notification settings?

**Web:** Login to your account and click the dropdown by your name and click **My Account**.

**App:** Tap the ☰ menu icon, tap **Account** and then **Notifications**.

Under each Notification Type, toggle to Off, Instant or Digest (Summary at the end of the day).



ParentSquare™

# ParentSquare Tips for Families

Watch the ParentSquare Family Overview Video at [go.ecasd.us/psfamily](http://go.ecasd.us/psfamily) or scan the QR code at right!



## 1 Access Your Account

At [parentsquare.com](http://parentsquare.com) or through the ParentSquare app, use the *forgot password* feature and your personal email to create access.

## 2 Download App

It's easy to stay in the loop with the ParentSquare app. Download it now for iOS or Android devices.

## 3 Set Notification Preferences

Enter the Account Settings menu on the web or app to set your notification preferences.

## 4 Learn More

Click the Help menu and select Training to take a family-specific training module!

## 5 Appreciate Posts

Click 'Appreciate' in your email/app or website to thank a teacher or staff member for a post.

## 6 Comment or Reply

Click 'Comment' in app or website to privately ask a question about the post that your teacher or school sent.

## 7 Participate

Click 'Sign Ups & RSVPs' in the sidebar to see available opportunities. Click bell on top to check your commitments.

## 8 Join a Group

Click 'Groups' in the sidebar to join a group or committee at your school to participate or to stay up-to-date.

## 9 Find People

Click 'Directory' in the sidebar to find contact information for school staff.

## 10 Get in Touch

Click 'Messages' in the sidebar to privately get in touch with staff and teachers.

**To learn more about ParentSquare,  
locate the Help button and choose Help Articles!**