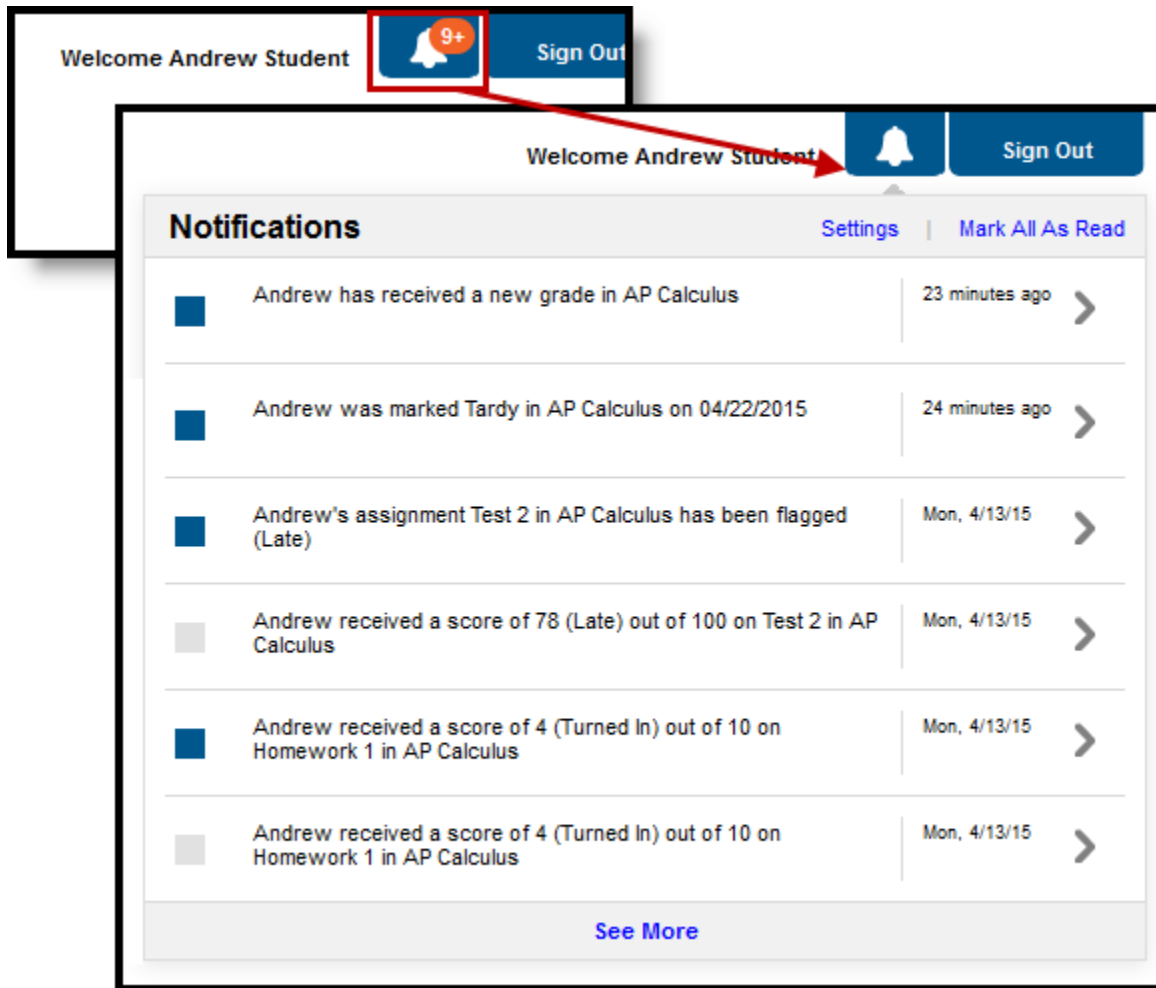


## Notifications (Portal)

In the Portal, parents and students have the option of receiving notifications for attendance, score, and grade changes. Grade change notifications are sent both for changes to final grades at the end of a term and changes to in-progress grades throughout the term.

Access notifications through the bell icon at the top of the Portal. A counter totals the number of notifications you've received since you last looked at them.



### *Notifications in the Portal*

Click the notification to go to the related area of the Portal, such as Attendance or Grades.

The blue box next to a notification indicates if you've read the notification or not. Mark a notification as read by clicking this box, clicking the notification to go to the related area, or by clicking *Mark All As Read* in the notifications modal.

Click *See More* to view additional notifications. Be aware that notifications are deleted after 30 days.

Parents receive notifications for all students in their household, whereas students only receive notifications for themselves.

If a school is using composite grading (such as a semester grade automatically calculated from two quarter grades), Portal users may receive multiple notifications for single score change, since scoring an assignment could update multiple grades.

## Notification Settings

The Notification Settings tool is at the bottom of the Portal index. Alternately, click the *Settings* link in the Notifications modal to access Settings. From here, you can opt out of receiving specific kinds of notifications and establish thresholds for those you do receive. Set thresholds to only receive notifications when a grade or score falls below the selected percentage.

### Notification Settings

Check each notification that you want to receive. Unchecking the box will stop the notification. A notification is deleted after 30 days.

Parents - Settings will apply to all students in the household and affect only your notifications. Students make their own settings to affect their own notifications.

Students - Your settings will apply to your notifications only.

**Attendance** (Notifies you when there is an absence or tardy)

**Grade Changes** (Notifies you when a grade is changed)

Grades less than 80% ▼

**Assignment Scores** (Notifies you when an assignment is scored)

Assignment Scores less than 65% ▼

**Save**