

# SchoolMessenger

#### SchoolMessenger

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### **SchoolMessenger Guide**

## Welcome!

As Parents, the SchoolMessenger provides you with the ability to:

- view and listen to messages sent from your school or district
- customize how you receive messages from the school or district



## SchoolMessenger and the TCPA

The Telephone Consumer Protection Act (47 U.S.C. 227) is a law that was passed by the US Congress in 1991. This law places restrictions on telephone solicitations and the use of automated telephone equipment, protecting the public from receiving unwanted phone calls.



While schools enjoy exemptions from some of these restrictions, the preference configurations within the SchoolMessenger App allow you to set your consent state ("yes" or "no") for each phone number associated with your account. With

the exception of emergency calls, which cannot be exempted, any phone number whose consent state is set to "no" will not receive calls from SchoolMessenger.



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## **Creating a SchoolMessenger Account**

You must create an account in the SchoolMessenger App before you can start using it. These instructions focus on the web app, but you may also use "Messages" from the My PWCS app.

#### TO SIGN UP:

- Go to your PowerSchool Parent Portal https://powerschool.brrsd.k12.nj.us
- 2) Click on School Messenger in the Menu
- 3) You will be redirected to the School Messenger Page, you can close this page.
- 4) You will receive an email message at the email address you provided the district. You must click on the link in the email. A new page will open up in your default browser.

**Note:** The link in the above email is valid for only <u>24 hours</u>. If you do not click on it and log into the SchoolMessenger within that time period, it will expire and be of no further use. You will have to restart the registration process and have a new email sent to you with a renewed link.

If you expect to get messages from the school/district, but you do not then you must log into the PowerSchool and update your contact information.



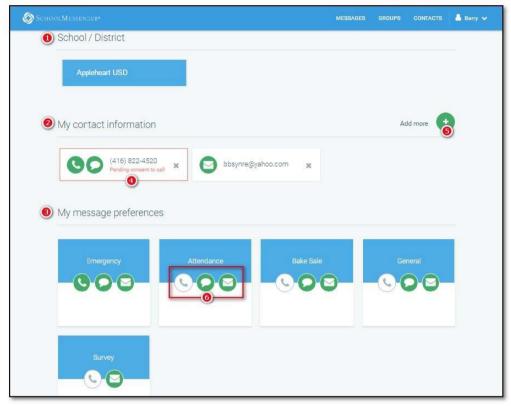
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#### **Notification Preferences**

1) Click on the menu option with your login name in it (e.g.).



2) Click on the Preferences option. The preferences on this page affect SchoolMessenger Broadcasts that may be sent to you from the school/district. They do not affect messages sent and received from within the SchoolMessenger App.



- □ School/District: (1) simply displays the school(s) and district(s) that you are connected with. There can be more than one school or district here, as it is possible for a student to be enrolled at more than one school, a parent/guardian to have children/wards in more than one school or district, and a teacher to teach at more than one school/district.
- □ Contact Information: (2) displays all the email addresses and telephone numbers (voice and SMS text) at which you can be contacted. Icons for voice and SMS text are selected (4) in this example, and they are awaiting consent approvals from Barry. You may add a cell phone numbers by clicking on (5) Add more.
- Message Preferences (3) shows all the types of messages which the school/district has set up in their SchoolMessenger setup. Hence, more or fewer message types may appear here with unique names, defined as such by the school/district. You can select how you wish to be contacted for each message type (6). For example, Barry, has opted to receive attendance messages via email and SMS, but not via voice call