

**OUR SCHOOL IS USING PARENTSQUARE!**



ParentSquare™



## PARENTSQUARE SETUP FOR PARENTS AND GUARDIANS

**1**

### **ACTIVATE YOUR ACCOUNT**

Click the link in your activation email/text, or sign up on parentsquare.com or via the ParentSquare app.

**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 PREFERENCES**

Click your name in the top right to set your notification and language preferences.

**4**

### **GET PHOTOS & FILES**

Click 'Photos & Files' in sidebar to access pictures, forms, and documents that have been shared with you.

**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 and 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.