



Your Feed

1 Announcement Feed

The chronological feed of announcements from the district, schools, classes, and groups that you or your child belong.

2 Schools, Classes, Groups

To filter your feed down to a specific school, class or group, just click on the name within the side menu.

3 Follow Groups

Click on the plus button next to groups and check out groups to follow in your school.

4 Direct Messages

Use Direct Messages to start a one-to-one conversation with a teacher or school administrator.

5 Settings

To update your profile and notification settings, click on your avatar in the lefthand menu.

6 Help

Unsure of something? Click here to visit the support site for FAQs and further assistance.

The screenshot shows a user interface for an announcement feed. On the left is a side menu with a user profile picture (5), a list icon (2), a direct message icon (4), and a list of categories: SCHOOL (Brookside Middle School), CLASSES (Algebra, Biology, English Literature, Geography, Phys. Ed, School Band), and GROUPS (+) (Book Club, Math Club, Track Team, Volleyball Team) (3). The main content area is titled 'Announcement Feed' (6) and features a header for 'JAMESTOWN SCHOOL DISTRICT' with a greeting 'Good afternoon, Amy!'. Below this is an announcement from 'Mrs. Butler' (1) regarding a 'Composition Period 1' (3) with the text: 'Your chapter 3 workbook sections and essay are due tomorrow. Don't forget! -Mrs.B'. The announcement is dated 'May 11th, 2017 5:00pm'. At the bottom, another announcement from 'Mrs. Butler' is partially visible.

Direct Messages

1 Direct Message Toggle

Click on the  icon to jump over to Direct Messages.

2 Create a new message

After clicking on the "Create a new message" button just type in your recipient, enter your message and send it.

3 Message Archive

Here you can quickly jump back into your recent conversations or search your recipient history.

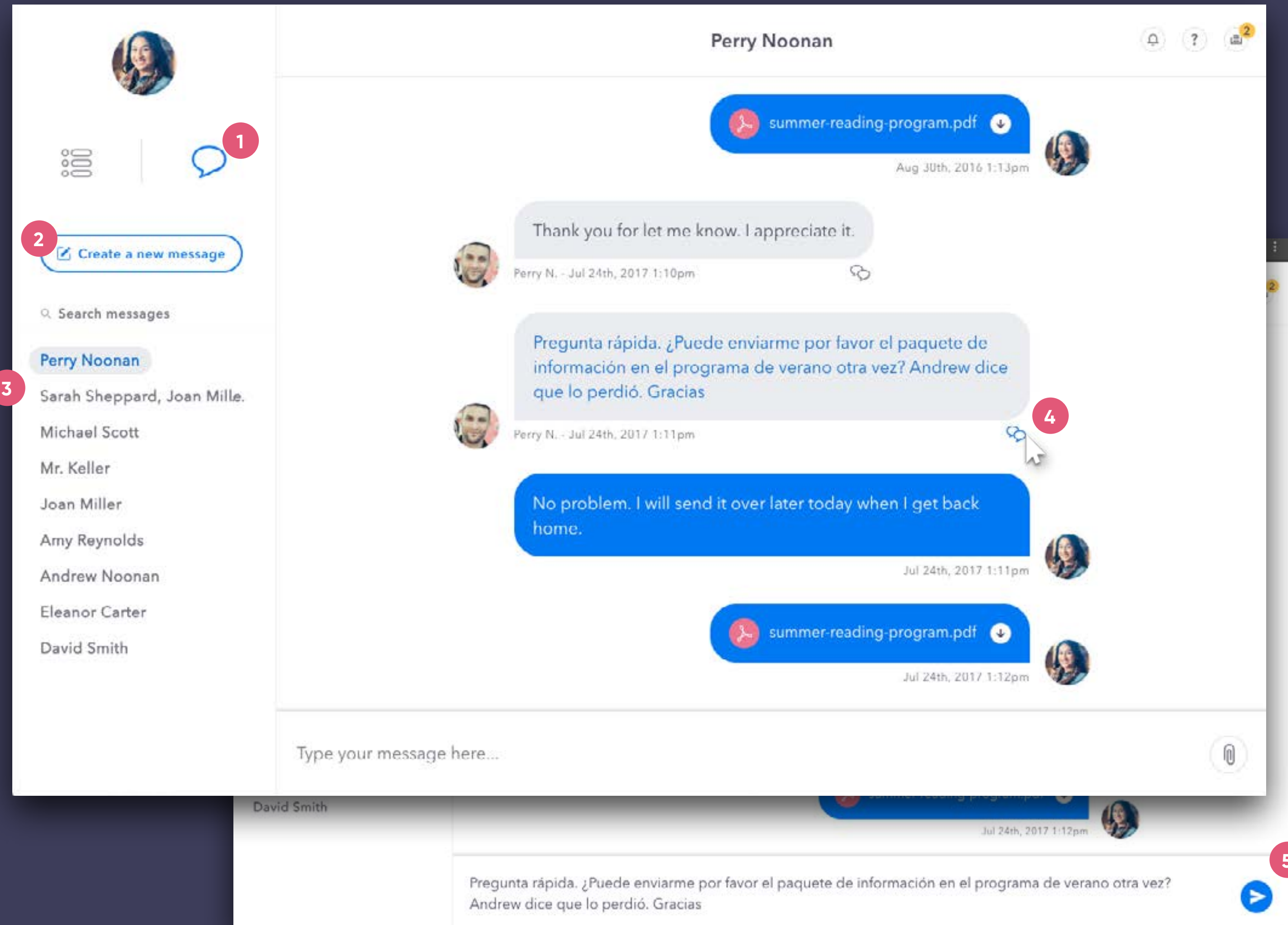
4 DM Auto-Translation

When sending a message, the app instantly translates it for both parties based on their preferred language (editable within Personal Settings). If you want to view the original message just tap this translation toggle.

5 Message Entry / Send Attachment

Here you can either type your message or send an attachment (paper clip icon). When you begin typing, the Send button will replace the Attachment button.

Messages are delivered instantly inside the app. Depending on how the recipient has notifications set up, he/she will be notified via email or SMS text if a message is received while offline.



Profile Settings | Personal Info

1 Settings Menu

Click on your avatar to open your settings.

2 Photo

To upload or change your profile photo just click on the large avatar and follow the upload instructions.

3 Display Name

Click on your name to edit how your name will be displayed within the app.

4 Add / Edit

To add an email or phone number, click on the plus next to its section. To edit a field, just click on it and make any changes.

5 Language Preference

Adjust your preferred language to receive translated announcements and direct messages.

6 Reset Password

To change your password just click here and follow the simple instructions.

7 Sign Out

The screenshot shows the 'Personal Info' settings page. On the left, a vertical menu contains: 'Personal Info' (1), 'Feed Manager', 'Notifications', and 'Sign Out' (7). Below this is a 'Create a new message' button and a search bar for messages. A list of contacts is visible, with 'Joan Miller' selected. The main content area is titled 'Personal Info' and contains: a profile photo (2), 'Full Name: Amy Reynolds' (3), 'EMAIL +', 'dan.rohr+parent@dewsly.com', 'MOBILE PHONE + (4)', '913-555-3333', 'ADD WORK PHONE +', 'HOME PHONE +', '913-555-8888', 'SCHOOL', 'Brookside Middle School', 'PREFERRED LANGUAGE ? (5)', 'English', and a 'Reset Password' button (6).

Profile Settings | Feed Manager

1 Feed Manager

The next item under profile settings is your Feed Manager. This is where you can edit what appears in your announcement feed and what you are notified about.

2 Add

To start following a new group, click on the plus button to browse the public groups in your district.

3 Unfollow

To stop following a group just click the Unfollow button.

The screenshot displays the 'Feed Manager' interface. On the left is a sidebar with a user profile picture and navigation links: 'Personal Info', 'Feed Manager' (highlighted with a red '1'), 'Notifications', and 'Sign Out'. Below these are icons for a list and a message, a 'Create a new message' button, and a search bar for messages. A list of names is shown below the search bar, with 'Joan Miller' highlighted. The main content area is titled 'Feed Manager' and contains three sections: 'SCHOOLS' with 'Brookside Middle School'; 'GROUPS' (with a plus icon and a red '2') listing 'Book Club', 'Math Club', 'Track Team', and 'Volleyball Team', each with an 'Unfollow' button (the 'Volleyball Team' button has a red '3'); and 'CLASSES' listing 'Algebra', 'Biology', 'English Literature', 'Geography', 'Phys. Ed', and 'School Band'.

Profile Settings | Notifications

1 Notification Settings

Only want certain kinds of announcements sent to your phone or email? Here you can click/unclick the check-boxes to update these granular settings. Depending on your district's integration certain Auto-Alerts may not currently be available.

	Call	SMS	Email
REMOTE NOTIFICATIONS Fully customize how you wish to be notified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Direct Message Received	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
General District Announcements	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
General School Announcements	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Class Announcements	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Group Announcements	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Emergency Announcements (Emergency announcement notifications cannot be disabled)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Activity

1 Activity Alert

Check out the Activity Panel by clicking on the activity "bell" icon.

2 Activity Panel

Similar to other social apps, the Activity Panel shows you a quick overview of the activity related to your account. Click on anything within the Activity list to be taken to that specific Announcement or DM conversation.

