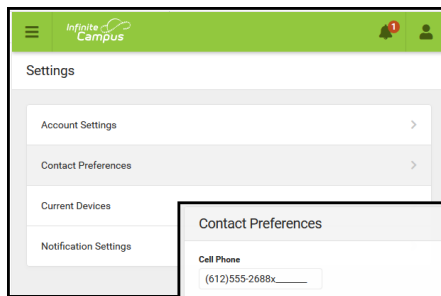


Contact Preferences In Portal

Manage your contact preference by selecting how you receive that message (phone call, email, or text message). If your school has turned on certain options, you may be able to modify your phone numbers and email addresses.

From the **User Menu**, select **Settings**, then select **Contact Preference**. Review existing contact information (phone numbers and email addresses), enter any updates, and mark your desired Messenger Preferences. Set checkmarks next to phone numbers that can receive text messages.



Contact Preferences

A screenshot of the 'Contact Preferences' form. The form is titled 'Contact Preferences' and contains several sections: 'Call Phone', 'Work Phone', 'Other Phone', 'Email Address', 'Secondary Email Address', 'Preferred Language', and 'Message Preferences'. The 'Message Preferences' section is expanded to show a table of notification preferences for three phone numbers: Anderson Household Phone, Cell Phone, and Work Phone. The table has columns for 'VOICE' and 'TEXT (SMS)'. The 'Anderson Household Phone' has checkmarks for Priority, Attendance, General, Behavior, and Emergency. The 'Cell Phone' and 'Work Phone' have no checkmarks.

	VOICE	TEXT (SMS)
ANDERSON HOUSEHOLD PHONE (612)555-0662		
Priority	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Attendance	<input checked="" type="checkbox"/>	<input type="checkbox"/>
General	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Teacher	<input type="checkbox"/>	<input type="checkbox"/>
Behavior	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Emergency	<input checked="" type="checkbox"/>	<input type="checkbox"/>
CELL PHONE (612)555-2688		
Priority	<input type="checkbox"/>	<input type="checkbox"/>
Attendance	<input type="checkbox"/>	<input type="checkbox"/>
General	<input type="checkbox"/>	<input type="checkbox"/>
Teacher	<input type="checkbox"/>	<input type="checkbox"/>
Behavior	<input type="checkbox"/>	<input type="checkbox"/>
Emergency	<input type="checkbox"/>	<input type="checkbox"/>
WORK PHONE		