# Manage How You Receive Messages from Your Child's School with InfoCenter



#### What is InfoCenter?

InfoCenter allows you to personalize communications from your school or district into one centralized feed.

# How do I sign up for InfoCenter?

Signing up is easy. You can use the email address that they have on file for you, and follow these three steps:

1. Click the Sign In Button on the top of the page available https://infocenter.schoolmessenger.com/#/home,

or

Download the InfoCenter App from the Apple App Store or Google Play Market.

- 2. Enter your email address that is on file with the school, and create a password. An email will be sent to that address with a secure token. Note: If you enter an email address that is not on file with the school, you will not be able to access InfoCenter. If you need to update your email address with the school, please contact the school.
- 3. After authenticating via your email, return to InfoCenter and sign in using your email and password.

It's that easy!

## What's in InfoCenter?

Once you've created your account, the records associated with your email address will be automatically linked. You can then:

- Review the last 30 days worth of messages for all your associated records.
- View your contact information and configure how you would like to receive notifications.

## Is InfoCenter secure?

The sign-up process creates a secure link between the user and SchoolMessenger. InfoCenter operates with the latest encryption technology to protect access to stored information. SchoolMessenger is also a signatory of the Student Privacy Pledge, which requires adherence to 12 stringent data protection standards as a further assurance of protecting your data.

#### What else do I need to know?

Device (Push) Notifications will trigger a badge or alert when you receive new communications from your school or district. You can choose to receive Device Notifications in addition to, or instead of, the phone calls, emails, and text messages you normally receive.