# Parent Square Family: Getting Started Step-by-Step



### Introducción a ParentSquare

#### **Download the ParentSquare App**

The ParentSquare app is available in both iOS or Android stores. Downloading the mobile app is the easiest way to receive Posts, Events, Sign Up Requests, Photos and Files. \*\*Create your account using the email address you have in Skyward.

oiOS App - Apple Store

Android App - Google Play Store





Video Training: Parent 101 Self-Paced Training Module (20 minutes)

## **Quick Tutorial Topics:**

Activate your Account	Parent Dashboard	Parent Dashboard	View Alerts
	on website	on Mobile App	and Notices
Notifications	Manage Notification	<u>View Photos,</u>	Complete Online
	Settings	<u>Videos, and Files</u>	Permission Slip
View, Send, Reply to Direct Messages	View Class Posts	Comment on a Post	Appreciate or Like a Post

Need more? Check out this Video Library for Parent Square families.

#### **Take Note:**

- University Academy will not utilize Parent Square for attendance or fee payment.
- If you need to update contact information (address, phone, email), please contact your school's front office so they can make those changes in Skyward. All data in Parent Square is synced from Skyward.

**Important**: Don't forget to check your <u>Setting Notifications</u> to ensure that you receive important messages but aren't overwhelmed with emails, texts, and other notifications. Choose from instant, daily digest, and none for a variety of communication tools. NOTE: Direct Messages will always be delivered in real time, similar to sending a text (and you will get an email notification regardless of your settings).