## **NOTIFY ME INSTRUCTIONS**

**REMEMBER**: Even if you already have a NotifyMe account from our old Website, you will need to Register a new account on our new Website.

- 1. When you open up the school Website, the screen below will pop up.
- 2. Click on Register (you must do this first before trying to Login)



- 3. At the Registration Screen:
  - a. Fill in all blanks
  - b. Your password must have at least 1 capital letter, 1 number, and 1 non-numeric character it will tell you if you do it incorrectly.
  - c. You must click on the "I'm not a robot" and answer the "robot stopping" question **BEFORE** you can officially register.

School	M		Rec
	Register		
	Username		
	Email		
	First Name		
	Last Name		
	Phone Number		
	Wireless Provider	Select >	
	Password		
It will show you	Confirm password		
a bunch of pictures and ask you to select certain pictures.		not a robot	
		Priso-Terms Register	

- 4. **IGNORE** the box that pops up and says "click here to login". It doesn't work. Close it and return to the school page.
- 5. Login to the new Website with your new information and at the **HOME/MAIN** page, select the NotifyMe option.



6. The Notify Me page will pop up. Click on the options you wish to receive notifications of. You can choose to receive Emails and/or SMS text messages to your phones. Make sure to **SAVE**.

From then on, you will automatically receive notifications from the school. If you need to change your selections, just re-login to the Website, choose NotifyMe, make the changes, and then **SAVE** the changes.

Pe Ell School District		
Home About Contact News & Events - Clubs & Organizations -	Athletics - Alumni - School Staff	NotifyMe
NOTIFY ME: Select the Notification Groups you would like to begin receiving notifications from. Group Name	Communica	CANCEL SAVE
3 - Bus Run	Email	SMS
General School News	Email	✓ SMS
Late Start	V Email	✓ SMS
School Closures	V Email	√ SMS
SPORTS	Email	SMS
Weather - Road Conditions	🗸 Email	SMS