



REMINd for Students

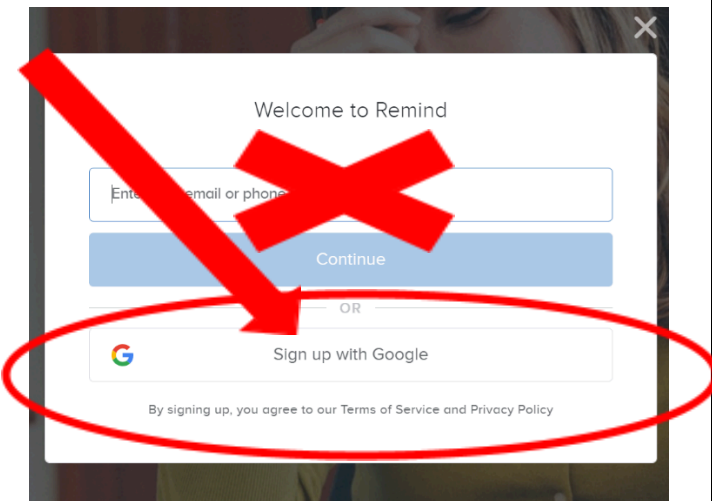
The LHS Counseling Department will be using Remind to distribute your digital passes for scheduling and other important notices. *Please follow the directions below to sign up for these important notifications.*

Step 1: Create a Remind Account

1. Please sign up using your laptop. **Do not use your phone or your account information will not sync properly.**
2. Open the Chrome browser and sign into **Google** if you are not already signed in.
3. Go to remind.com. **IMPORTANT:** You MUST choose **Sign up with Google**.

I don't think I have a Remind account.

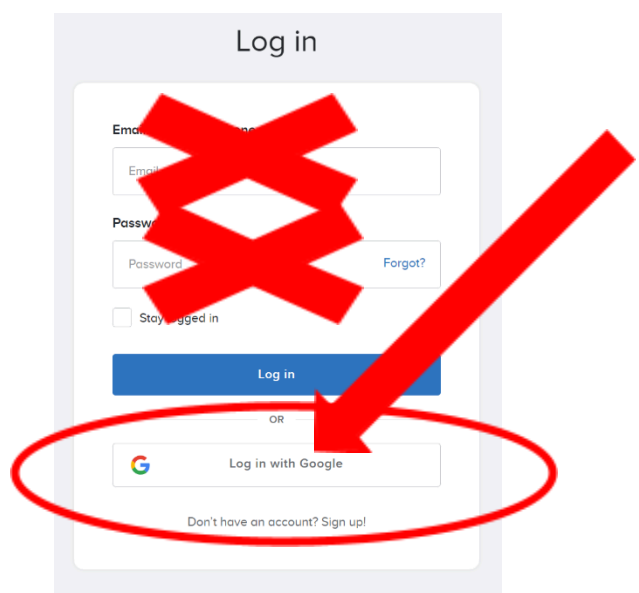
Click on the blue "Sign up" button.



DO NOT enter your email address or phone number in the upper box. Instead, **Sign in with Google**.

I already have a Remind account.

Click on "Log in" button in the upper right corner.



DO NOT enter your email address or phone number in the upper box. Instead, **Log in with Google**.

4. If prompted with **Remind would like to:** select **Allow** to set permissions.

5. If prompted, select **I'm a Student**.
6. Enter your mobile number to receive text messages. (Enter the code texted to you.) If you would prefer not to receive text messages, but intend to access Remind on your laptop, select **Skip this step** and join your classes.)

Step 2: Join Your Classes

1. First, join your graduating class to receive important notifications from your counselor. Ask your counselor for the join code.
2. If prompted to **Share Remind with teachers at Livingston Sr. High School**, close the pop up box (**X** – upper right corner).
3. If prompted to **Add Contact Information**, close the pop up box (X – upper right corner).

Step 3: Set Your Notifications for Alerts

1. Click on your name in the upper left hand corner and select **Account**.
2. Select **Communications** and confirm that you will receive notifications by text **AND** by email. (The email listed should be your firstname.lastname@lps-students.org email address. If not, go into **Account Settings** and add your school email address.)
3. A free app is available for Remind. You may choose to install the app to receive push notifications on your phone.

Step 4: Show Your Digital Pass to Your Teacher

If you have a meeting scheduled with your counselor, you will receive your digital pass from Remind. Please show your digital pass to your teacher to be excused from class.

Step 5: Continue to Use Email to Contact Your Counselor

You should **NOT** use Remind to contact your counselor. **Please continue to contact your counselor with your school email.**