

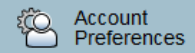


Mt. Lebanon SMS Alert Guide

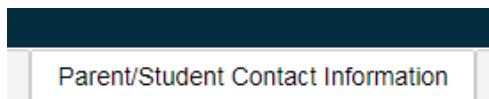
To receive SMS text message alerts from the District, please follow the following instructions:

1. Login to Dashboard and go to Account Preferences

Dashboard



2. Click on the **Parent/Student Contact Information** tab along the top of the screen



Parent/Guardian SMS Numbers

By entering your SMS phone number below, you are opting in to receive alerts and notifications from the Mt. Lebanon School District. You can stop receiving SMS messages at any time by sending STOP to 67587. Standard message and data rates may apply.

SMS Phone 1

Closings and Emergencies

000-000-0000

SMS Phone 2

Closings and Emergencies

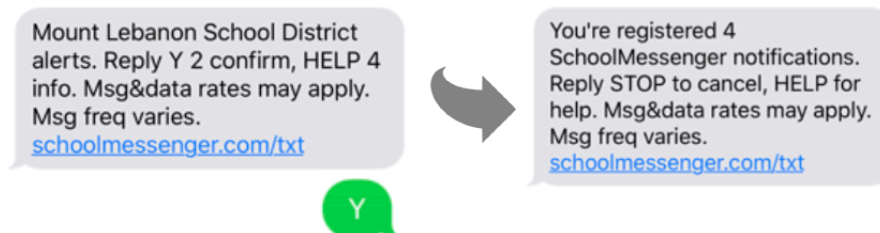
000-000-0000

3. Scroll to the bottom section titled **“Parent/Guardian SMS Numbers”**

By adding “SMS Phone” number(s) to your Dashboard account, you agree that you are **Opting In** to receive SMS text message alerts and notifications from the District.

When finished, click the **Save** button at the bottom. This may take up to 24 hours to process.

4. Within the next 24 hours you should receive a SMS message from **67587** asking you to confirm your Opt-In request. Please reply with a **Y** and tap send.



5. If at any time you no longer want to receive SMS messages, you may remove your number from Dashboard or send the word STOP to **67587**.