



# Parent & Guardian Walkthrough



# Your Feed

## 1 Announcement Feed

The chronological feed of announcements from the district, schools, classes, and groups that you or your child belong.

## 2 Schools, Classes, Groups

To filter your feed down to a specific school, class or group, just click on the name within the side menu.

## 3 Follow Groups

Click on the plus button next to groups and check out groups to follow in your school.

## 4 Direct Messages

Use Direct Messages to start a one-to-one conversation with a teacher or school administrator.

## 5 Settings

To update your profile and notification settings, click on your avatar in the lefthand menu.

## 6 Help

Unsure of something? Click here to visit the support site for FAQs and further assistance.

The screenshot displays the Signal Kit app interface. On the left is a white navigation sidebar with a user profile at the top (labeled 5), a menu icon (labeled 2), and a direct message icon (labeled 4). Below these are sections for 'SCHOOLS' (Brookridge Elementary), 'CLASSES' (Mrs. Butler 3-A, Mr. Wilson 2-A), and 'GROUPS' (Youth Basketball, with a plus button labeled 3). The main content area has a blue header with a sun icon, 'JAMESTOWN DISTRICT', and 'Good Morning, Amy!' (labeled 6). Below the header is an announcement from 'Signal Kit' (labeled 1) addressed to 'Rachelle Butler', with a timestamp of 'Just Now'. A second announcement from 'Brookridge Elementary' (labeled 2) addressed to 'All School' is partially visible at the bottom.

# Direct Messages

## 1 Direct Message Toggle

Click on the  icon to jump over to Direct Messages.

## 2 Create a new message

After clicking on the "Create a new message" button just type in your recipient, enter your message and send it.

## 3 Message Archive

Here you can quickly jump back into your recent conversations or search your recipient history.

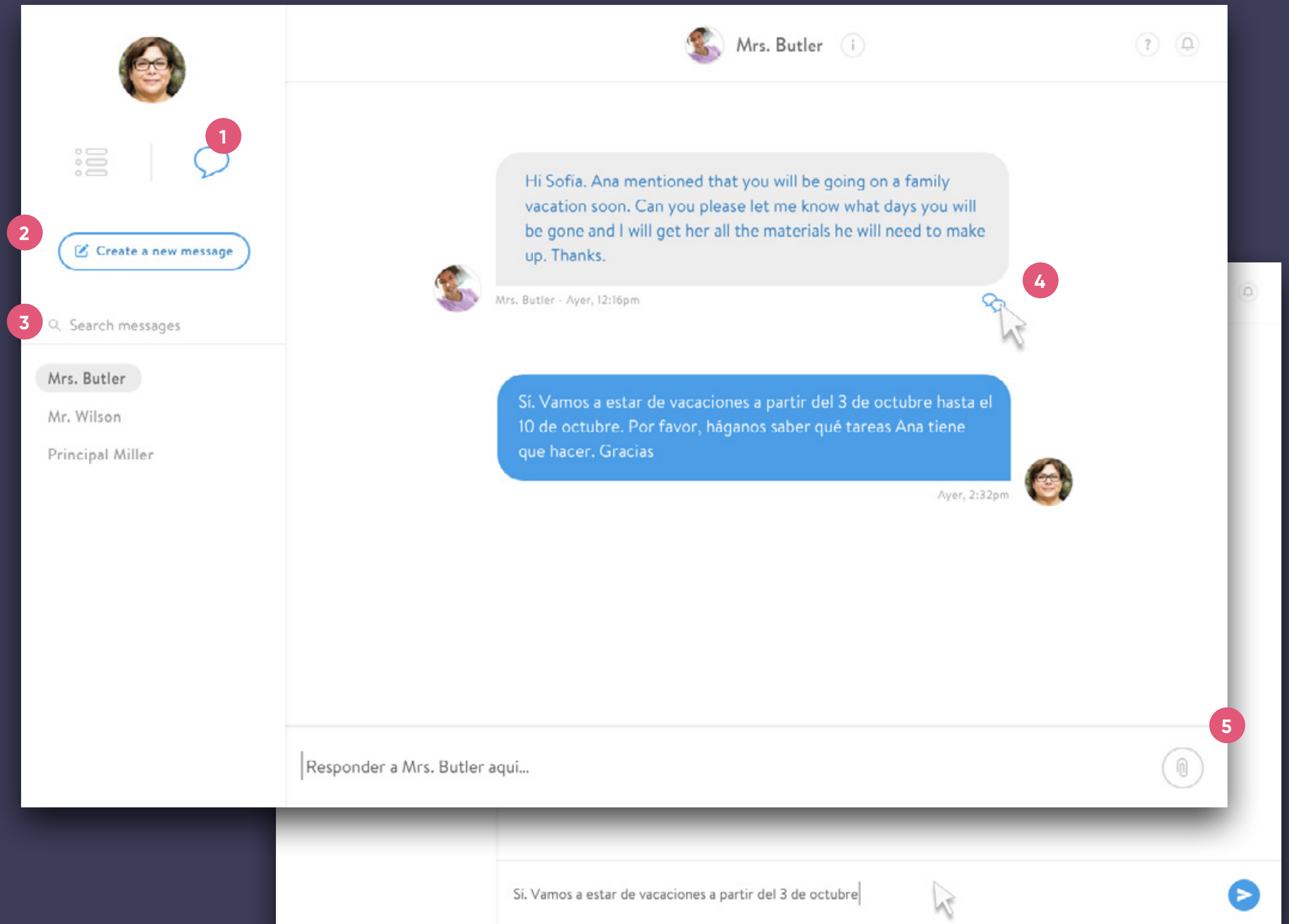
## 4 DM Auto-Translation

When sending a message, the app instantly translates it for both parties based on their preferred language (editable within Personal Settings). If you want to view the original message just tap this translation toggle.

## 5 Message Entry / Send Attachment

Here you can either type your message or send an attachment (paper clip icon). When you begin typing, the Send button will replace the Attachment button.

Messages are delivered instantly inside the app. Depending on how the recipient has notifications set up, he/she will be notified via email or SMS text if a message is received while offline.



# Profile Settings | Personal Info

## 1 Settings Menu

Click on your avatar to open your settings.

## 2 Photo

To upload or change your profile photo just click on the large avatar and follow the upload instructions.

## 3 Display Name

Click on your name to edit how your name will be displayed within the app.

## 4 Add / Edit

To add an email or phone number, click on the plus next to its section. To edit a field, just click on it and make any changes. Please note: Your district may have these locked and require contact info changes be made elsewhere.

## 5 Language Preference

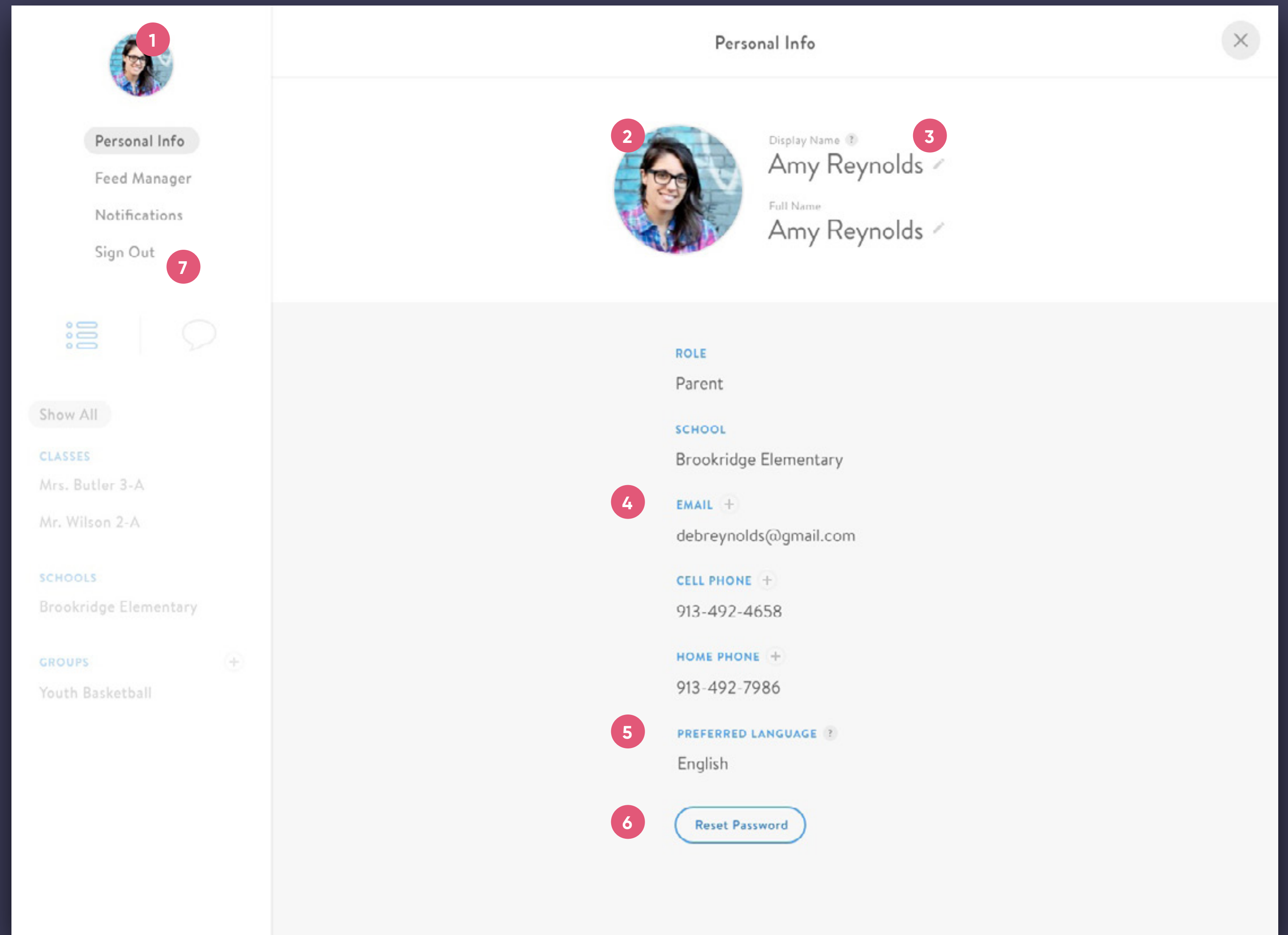
Adjust your preferred language to receive translated announcements and direct messages.

## 6 Reset Password

To change your password just click here and follow the simple instructions. If you are accessing the app from within another solution this button may not be visible.

## 7 Sign Out

If you are accessing the app from within another solution this button may not be visible.





# Profile Settings | Feed Manager

## 1 Feed Manager

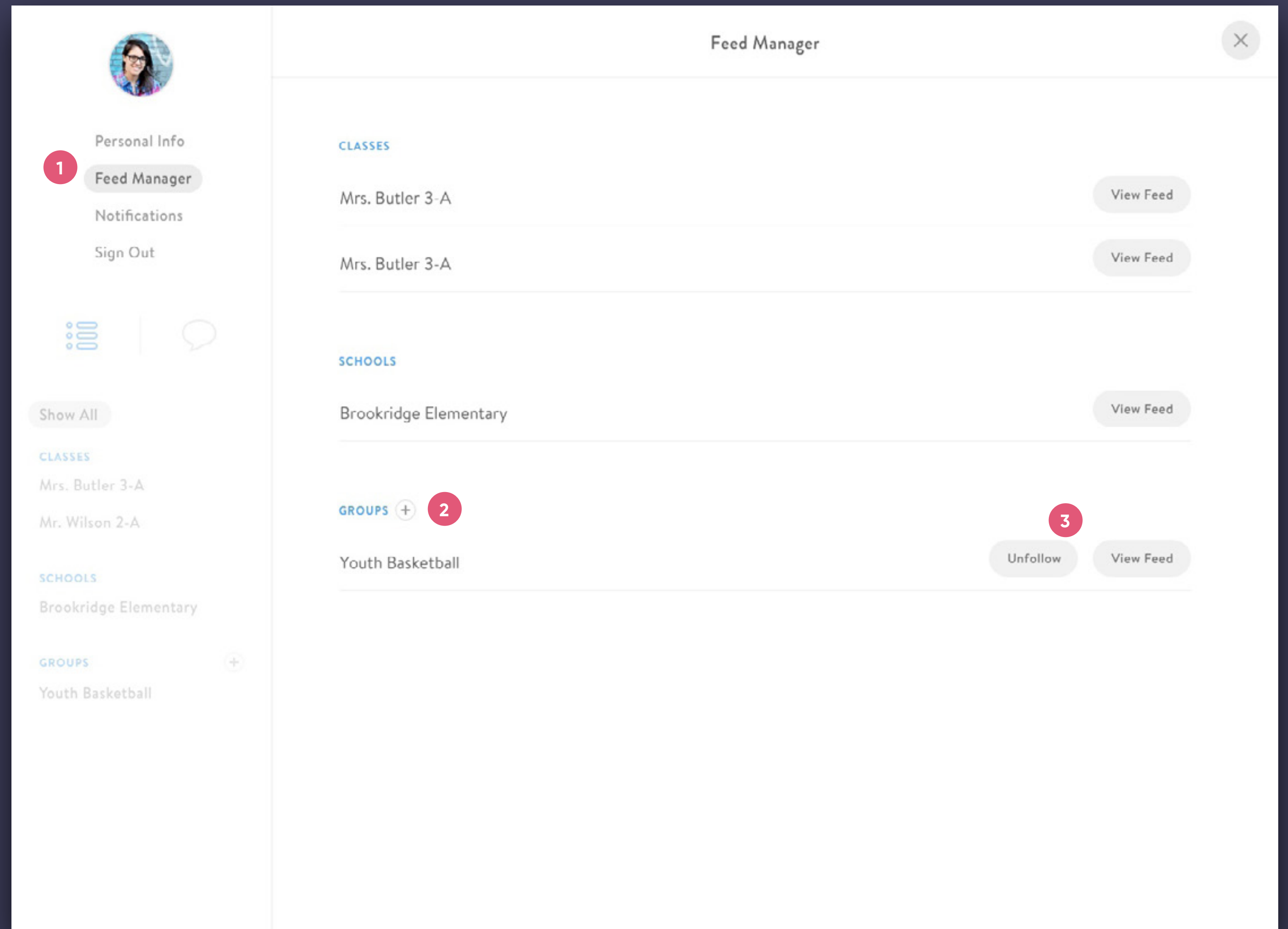
The next item under profile settings is your Feed Manager. This is where you can edit what appears in your announcement feed and what you are notified about.

## 2 Add

To start following a new group, click on the plus button to browse the public groups in your district.

## 3 Unfollow

To stop following a group just click the Unfollow button.



# Profile Settings | Notifications

## 1 Notification Settings

Only want certain kinds of announcements sent to your phone or email? Here you can click/unclick the check-boxes to update these granular settings. Depending on your district's integration certain Auto-Alerts may not currently be available.

	Phone Call	SMS Text	Email
<b>REMOTE NOTIFICATIONS</b> Fully customize how you wish to be notified on your phone or in your inbox.			
Direct Message Recieved	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Class Announcements	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Group Announcements	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
General District Announcements	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
General School Announcements	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Attendance Alerts	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lunch Balance Alerts	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Grade Alerts	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Emergency Announcements i.e. Weather closures, school lockdown These notifications cannot be turned off	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

# Activity

## 1 Activity Alert

Check out the Activity Panel by clicking on the activity "bell" icon.

## 2 Activity Panel

Similar to other social apps, the Activity Panel shows you a quick overview of the activity related to your account. Click on anything within the Activity list to be taken to that specific Announcement or DM conversation.

The screenshot displays a social media interface. On the left is the 'Activity Panel' with a user profile picture at the top. Below it are icons for a list and a message. The panel is divided into sections: 'Show All', 'SCHOOLS' (with 'Brookridge Elementary' listed), 'CLASSES' (with 'Mrs. Butler 3-A' and 'Mr. Wilson 2-A' listed), and 'GROUPS' (with 'Youth Basketball' listed and a plus icon). On the right is a direct message conversation with 'Mrs. Butler 3-A'. The message header shows a question mark and a notification bell icon with a red '1'. The message content includes two messages from 'Mrs. Butler' to 'Mrs. Butler 3-A'. The first message, marked with a red '2', says: 'Just a reminder to all parents that the permission slip for next week's field trip need to be returned to me by this Friday (9/13). Thanks!'. The second message says: 'We will be having a class in the park next Wednesday Dress accordingly and bring a snack if you want.' A notification banner at the top right of the message area shows two notifications: 'Mr. Wilson sent you a Direct Message' and 'Mrs. Butler sent you a Direct Message'.