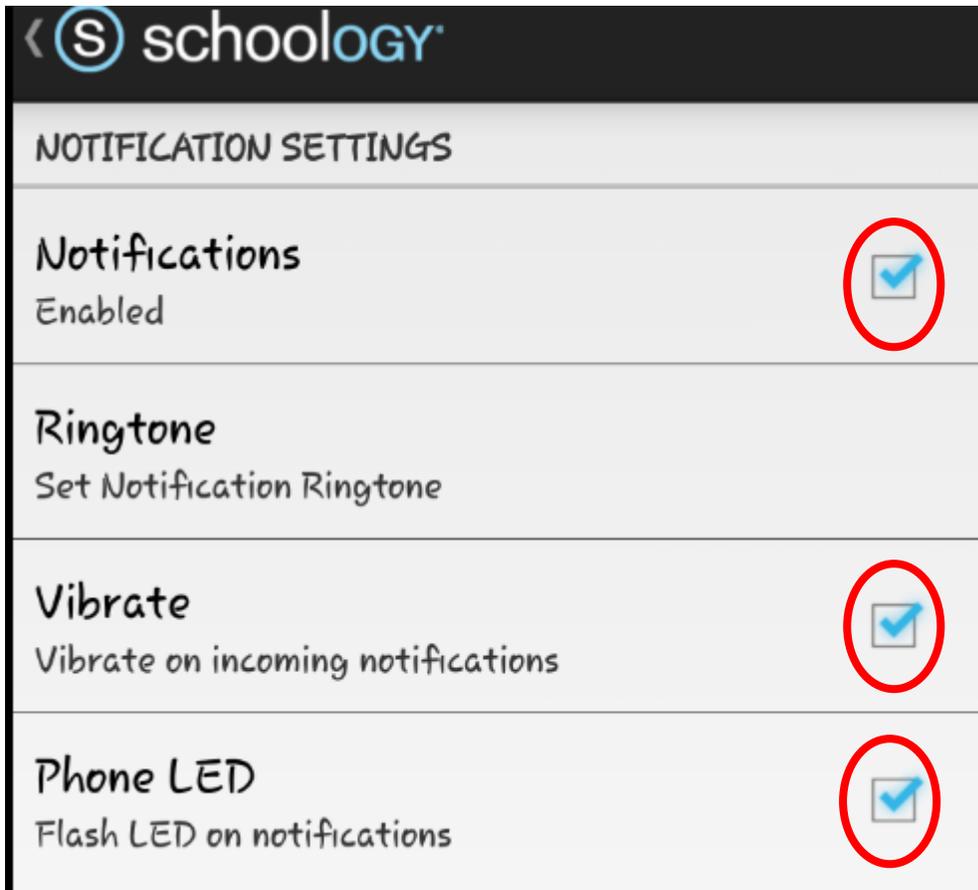**For Parents: Setting Schoology notifications on your mobile device:**

1. Open your Schoology app on your phone or tablet.
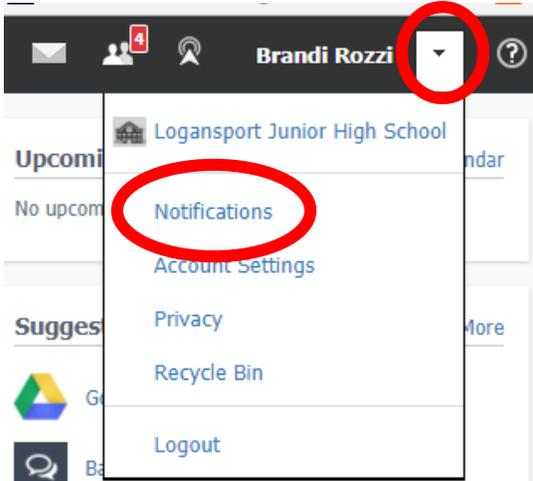2. Select the 3 lines in the upper-left corner:

3. Make sure the boxes to the right of Notifications is checked and then you can set the Ringtone and choose to have the phone vibrate and/or flash LED upon receiving notifications if you wish:
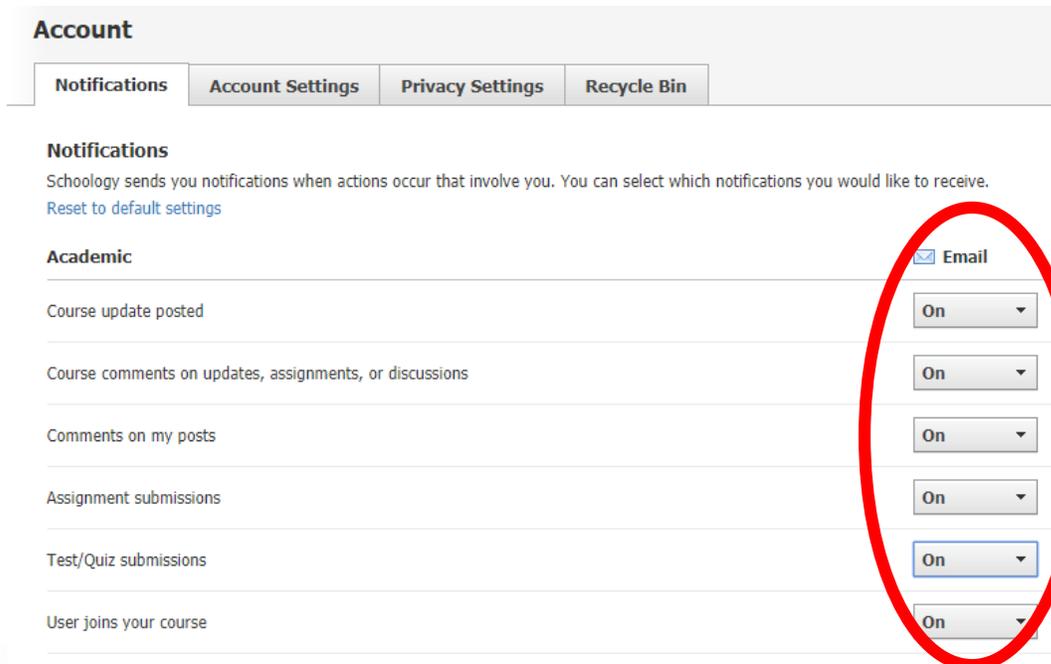
Setting Schoology notifications on your computer:

1. Log into Schoology on your computer.
2. Click on the arrow in the upper-right corner, next to your name and click on Notifications from that menu:

3. In the Notifications tab, under Academic, you will see options for receiving emails when certain things are done within the course. Be sure to select ON for those emails AND click on SAVE CHANGES at the bottom of the screen as shown below:

4. On the same page, to the right, click on **Send notifications to your phone via text message.** A new screen will ask for your cell number and carrier. Enter that information and then click on Set Mobile:

5. Once you have set Text Message Settings, you will see an extra column on the screen called "Mobile" in which you can select to receive specific notifications via text as shown below. Once you have selected what you want, be sure to scroll down and click Save Changes: