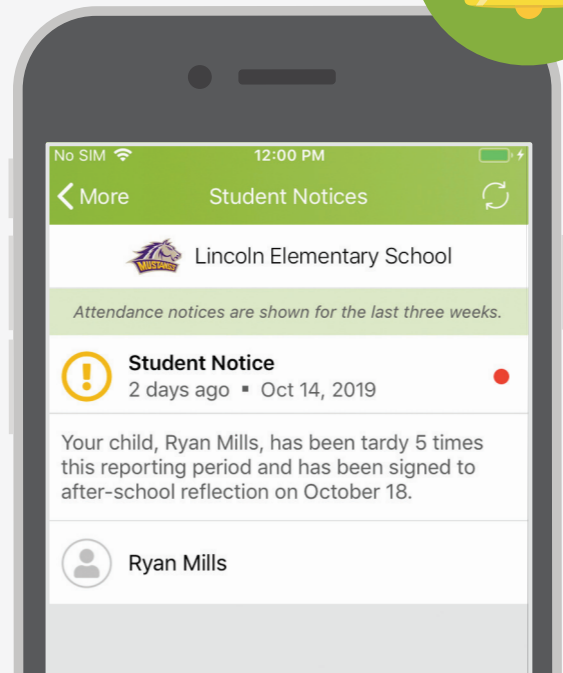


Auto Notices

Save time, money and paper

Send automated, customized notices home with student-specific information:

- Reduce instances that negatively impact student success and cost the school money — such as truancies and overdue textbooks
- Free up time previously spent sending individual notices by sending these notices in bulk
- Save paper and reach parents where they are by delivering these notices via email, voice message, text or app notification
- Use this feature for anything: tardies, honor roll recognition, student athlete physicals, iPad programs and more! **You decide what to use this for!**



With ParentSquare's Auto Notices Technology, you can:

- Integrate with your SIS & other school systems
- Create auto notices with an easy single page set up
- Build templates and save them for later
- Translate the message into languages spoken in your parent community
- Ensure privacy by only sending student-specific information to each corresponding guardian
- Track delivery status of notices with powerful reporting metrics

How It Works:


1. Upload a sample csv file with all needed headers
2. Draft your message using headers as merge fields
3. Set a schedule and automate, or send on demand! Your notices will go out when needed.

Create Auto Notice Template

Template Title *For internal use only*

Tardies First Notice

CSV File *Provide sample file that has all the merge fields you need. The file must have student_id as a merge field.*

auto_notice.csv 

student_id	days_tardy	reflection_date
1128254	5	October 18
183017	7	October 22

2 rows

Define Message

English Spanish Chinese (Traditional)

Text Message *Enter the text message/app notification that will be sent*

Insert Merge Field

Your child, has been tardy times this reporting period and has been signed to after-school reflection on .

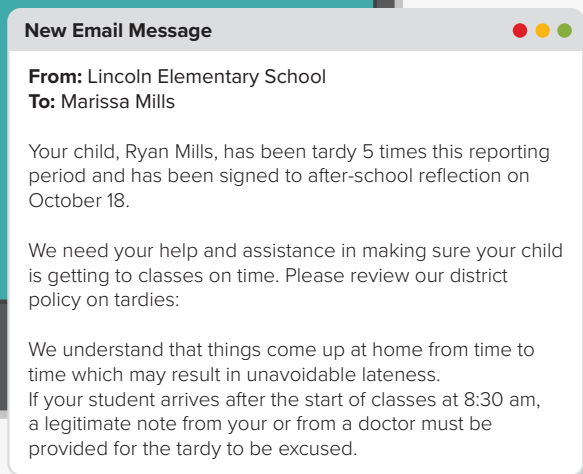
Voice Message *Provide text-to-speech for message that will be played*

Insert Merge Field

Your child, has been tardy times this reporting period and has been signed to after-school reflection on . We need your help and assistance in making sure your child is getting to classes on time.

Email *Enter the email that will be sent*

Insert Merge Field



What Parents See:

1. A notification via email, voice message, text or app notification, depending on their preferences.
2. A message with their child's name, and any other relevant information specific to their child (such as a date and time, number of absences, textbook name)