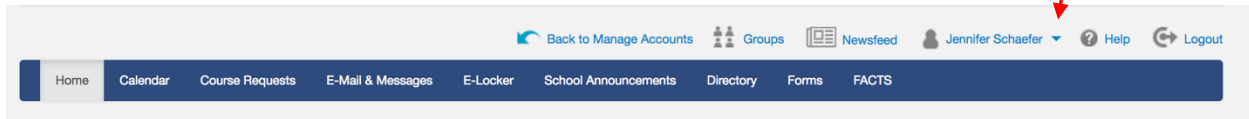


## How to receive grade notifications from PlusPortals

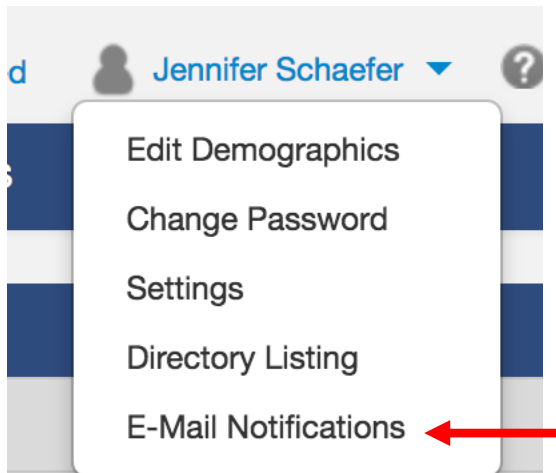
Parents can opt in receive email notifications from PlusPortals for a summary of scores in classes or individual assignment scores! To adjust your preferences follow the steps below.

**Step 1:** Log into your PlusPortal account

**Step 2:** Click the small arrow next to the parents name



**Step 3:** Select Email Notifications from the drop down menu



**Step 4:** Select "Yes" for Receive Automatic E-Mail notifications.

**Step 5:** Select how often you want to receive notifications & what information you want to receive. You may select multiple choices.

**Step 6:** Enter the email addresses you want notifications to go to.

**Step 7:** Click Save Email notification settings

## E-Mail Notifications

Receive Automated E-Mail notifications  Yes  No

How would you like to receive the notifications?

- Weekly
- Monthly
- Every Two Weeks
- Every    Days

Select the information you would like to receive?

- A Summary of your child's averages and grades in each Class
- Individual assignment scores
- A summary of your child's attendance in each class
- A summary of your child's school attendance
- A summary of homework
- Class announcements
- School announcements
- Group announcements

E-Mail Address:

Additional E-Mail Addresses:

(Separate Multiple E-Mail addresses with a comma)

- Send E-Mail Notification now?

[Save E-Mail Notification Settings](#)