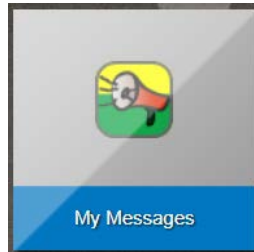


## Messages from Austin ISD via School Messenger

Parents/Guardians can choose how they receive messages from Austin ISD that are sent via SchoolMessenger.

1. Log in to the AISD Parent Cloud at [my.austinisd.org](http://my.austinisd.org).
2. Select the **My Messages** tile from the My Student menu.



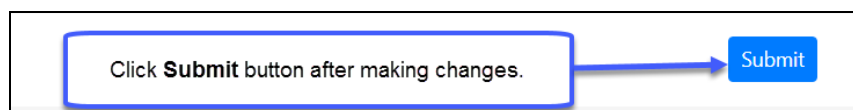
3. A list of phone numbers and email addresses provided by the parent/guardian will be listed in rows on this page. Columns along the top of the page will list the types of messages the district sends.

Message Type	Destination	Emergency	Attendance	Survey	District Messages	Campus Messages	Classroom Comments
1(Primary Home)		<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2(Primary Cell)		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Check Mark = Receives message.      No Check Mark = Does **NOT** receive message.

Check (to receive) or uncheck (to not receive) the specified message type.

After all message setting choices are made, click the Submit button.



Parents/Guardians with more than one student in the district should see all their students' names listed at the top of the page. Click on each student's name to change the message setting. If a student's name is not listed on this page, the parent/guardian should contact the school.

Emergency, Attendance, Early Dismissal and other school-related phone calls will *always* be sent to the Parents/Guardians, no matter what they choose in My Messages.

If a Parent/Guardian unsubscribes from an email sent via SchoolMessenger, they will no longer receive any email communication from SchoolMessenger, including Emergency notifications.