

Email Notifications

If you wish to receive information about your student's grades, attendance, assignment scores, and Dansville High School's daily announcements use PowerSchool's Parent Portal's Email Notification page to set up your e-mail preferences. You can specify which information you would like to receive by email and how often you would like to receive the information.

How to Set Up Email Notifications

1. Log into Pearson PowerSchool Parent Portal with your Web ID and password.
2. On the main menu, click **Email Notification**. The Email Notifications page appears.
3. Use the following table to enter information in the fields:

Field	Description
What information would you like to receive?	Specify which information you would like to receive by selecting the appropriate checkboxes: <input type="checkbox"/> Summary of current grades and attendance <input type="checkbox"/> Detailed reports showing all assignment scores for each class <input type="checkbox"/> Detailed report of attendance <input type="checkbox"/> School announcements <input type="checkbox"/> Balance Alert
How often?	Use the drop-down menu to specify how often you would like to receive the e-mail messages selected above.
Send now?	Select the checkbox to immediately send the e-mail messages selected above.
Email Address(es)	Enter the e-mail addresses to which you want the system to send the e-mail messages selected above. Separate multiple addresses with commas.

3. Click **Submit**. The Changes Recorded page appears.