

# Turning on Notifications in Edsby

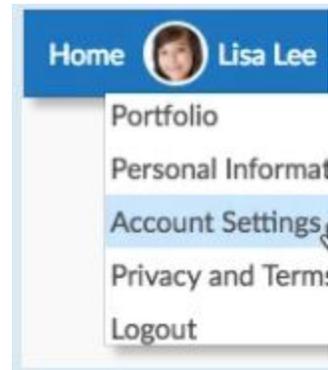
Stay up up-to-date by enabling notifications of the important things happening within your calendars, groups, and the schools your children attend. Parents can apply notifications for:

- News digest
- School news
- Their children
- Calendars
- Groups

You can choose to receive notifications via **email**, through **Edsby** or **push notifications in the mobile app**.

## Browser Settings

- From the homepage, go to your name that appears on the right side of the screen. Click on the down arrow and go to Account Settings.
- Next to the row labelled “Notifications,” click change. You will see a form to select notifications regarding the Personal Calendar, Organization, Groups and Children associated with your parent account.



## Email Notifications

Edsby enables the option for teachers, students, and parents to receive Email notifications where there are new Messages in their Edsby Mailbox.

The image shows a screenshot of a web form for email notifications. At the top, there is a text input field labeled "Email". Below it, a line of text reads "Email me at emullins\_edsby@mailinator.com when there are new:  Messages". Underneath that is another line: "Email me a digest of activity:". Below this line is a dropdown menu with "Daily" selected and a downward-pointing arrow on the right side.

Click the box to receive these notifications.

### **Digest**

Parents can choose to receive a daily digest of activity by email.

- This daily digest provides a summary of any new items in the parent’s groups that happened on the specific day, new school events, and information about your children
- To receive an email digest, click the box at the top marked “messages,” where it reads “email me when there are new messages
- Under email me a digest of activity, use the drop-down menu to choose how often you would like to be notified.

### **School News**

- Choose your school name under “Organization” to get news from your school. You may choose how you would like to receive the notifications.
- Choose a mode of notification – email, Edsby, or push – by clicking the drop-down menu under Notify Activity Via. More than one mode can be used.

### Choices include:

- **“Edsby”**: Edsby app notifications (iOS/Android app)
  - **“Push”**: Browser notifications (Chrome/Safari/Firefox/Edge)
  - **“Email”**: Email notifications
- If you have children at more than one school, you may click the box that says “apply changes to all my schools.”
  - Click save to apply your notifications.

### Children

Select the name of your child. Choose how you would like to be notified by clicking on the down arrow on the right beside the box (the drop-down menu). Choices include:

- **“Edsby”**: Edsby app notifications (iOS/Android app)
- **“Push”**: Browser notifications (Chrome/Safari/Firefox/Edge)
- **“Email”**: Email notifications

### Push Notifications

Push Notifications are notifications that are sent to mobile devices. These can be sent at any time and parents with these turned on do not need to be in the Edsby app or on their device to receive them.

Ensure Push Notifications are enabled for the Edsby App by enabling them in Settings of the mobile devices that Edsby is being accessed on.

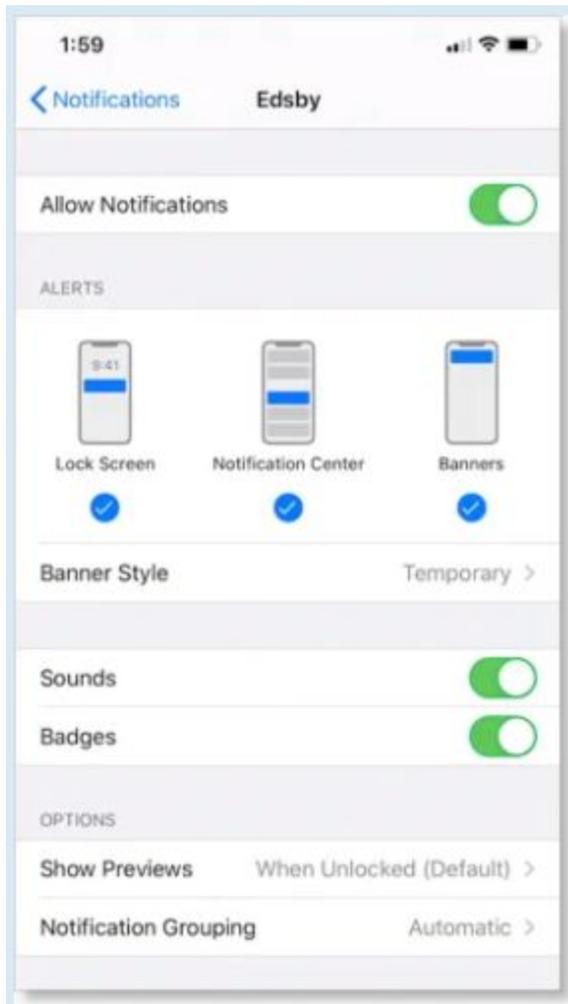
Push Notifications can show up as:

- Red bubble counters next to the app on the device
- Banners that show up along the top of the device's screen when the parent is currently using the device
- Banners that are visible on the lock screen of the device when not in use and remain until the device is opened

## Mobile Notifications

Mobile Notifications are notifications that are sent to mobile devices. These can be sent at any time and teachers, students, or parents with these turned on do not need to be in the Edsby App or on their device to receive them.

Ensure Mobile Notifications are enabled for the Edsby App by enabling them in the Setting of the mobile device you are accessing Edsby on.



**Mobile Notifications** can show up as:  
Red bubble counters next to the app on your device.



In your device's settings, enable Badge Notifications to see this red bubble counter on the Edsby App. Note in the current iOS version of the Edsby app, the badge will only indicate the number 1 when there are one or more notifications waiting.

