Welcome to Remind!

Remind is a messaging and communications platform that will help the YCS community at large stay in closer contact with teachers and staff. Remind messages can be sent via the website or a smartphone app. Families and students are able to respond back through the website, the app, or even SMS. Remind is a flexible platform that allows for a wide range of different content to be sent in messages. From Google Drive files to video conferencing links, Remind integrates with a number of different platforms. Finally, Remind natively integrates translation into the platform to make it a seamless experience for teachers and staff to send out messages in the appropriate language.

Let's get started!

- 1. First, log into Remind and claim your account. You can click the link in your Clever portal or click the link here and choose "Log in with Google".
- 2. <u>Claim your account</u>. This is the best time to <u>merge</u> any pre-existing accounts with your new district created account.
- 3. Set your notification preferences and office hours.
- 4. <u>Claim your class</u> in Remind that's been rostered by Clever and PowerSchool.
- 5. <u>Send your first message</u> and welcome families to Remind!

To learn more about the features that Remind has to offer, click here!

Check out a few highlight features:

- <u>Voice Calls</u>: use Remind to call parents without sharing your number!
- <u>SMS (no app required)</u>: Remind is able to connect with families and students regardless of their access to a smartphone or data connections
- <u>Scheduled Messages</u>: prepare messages ahead of time and ensure prompt delivery
- <u>Zoom and Meet on Remind</u>: connect directly with families on Zoom/Meet!

Looking for more tips and tricks? Click here.

Managing Your Roster(s)

Remind is synchronized from PowerSchool, but don't let that stop you from updating your roster as needed! You may find that a parent has a contact that is not in PowerSchool. You can go ahead and add them. However, remember that parents (and students) can update their own contact information if they are using the Remind app. By using the app parents and students will always receive notifications as long as they are signed in regardless of the device (phone, tablet or web) they are using. We will address specific situations where parents or students are missing messages.

My Demo Class Øycsdemo		Add people
MESSAGES FILES PEOPLE	CALLS SETTINGS	1
Q. Search people	My Demo Class Announcement history	
INNOUNCEMENTS		
My Demo Class Oct 15 Announcement: Howdy this is my seco		
Students Oct 22 Announcement: Hi studentst		
ONVERSATIONS		
Demo Parent Wed	Welcome!	
Somple S. Oct 22	Hill This is the beginning of your conversation. You'll be able to see your message history here — and so can your administrator, so just keep	
KZ Kristin Zheng Oct 22 Announcement: Hi students!	that in mind. • •	
	OCTOBER 15, 2020	
		My Demo Class
		Hi everyone! Welcome to our class!!
		My Demo Class
		Howdy this is my second message!
	Messopr evenione in My Demo Closs	0 Ø Ser

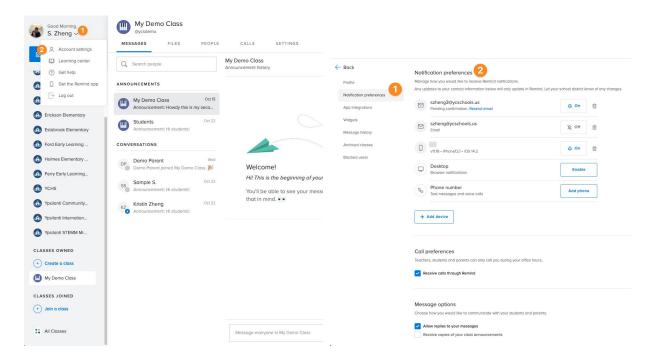
To get started you can add contacts by using the Add People button:

Then select whether you are adding students, parents, or even other teachers who can help manage the messages you are receiving or sending.

				Close
Co	tter contacts or copy/paste from a py and paste directly from 🖥 Google Sheets i Rudents Parents Teachers			
	Student name	Phone or email	Secondary phone or email	
1	Student name	Phone or email required	Optional	
2	Student name	Phone or email required	Optional	
3	Student name	Phone or email required	Optional	
4	Student name	Phone or email required	Optional	
5	Student name	Phone or email required	Optional	
	Add people			

Once you enter the information you will not see it again. In addition, they will not show up on your roster until they have verified their account.

In addition, there are other ways for families and students to join your account. Please remember that typically all of your students have already been added and can access their Remind account via Clever. If they have their own device, they can access their settings via the app or the web and enable notifications on other devices aside from email.

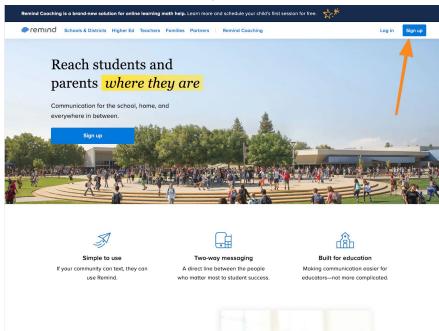


Families and students can also enroll into classes or organizations (i.e. clubs, sports teams, etc.) using the following methods:



Parents Joining Remind

Parents can be added by teachers but they can also create their own accounts and join your class. Parents that are already listed on a teacher's Remind roster can be sent an invite to join. Here are the steps that parents can take to create their own account if they are not already added manually.

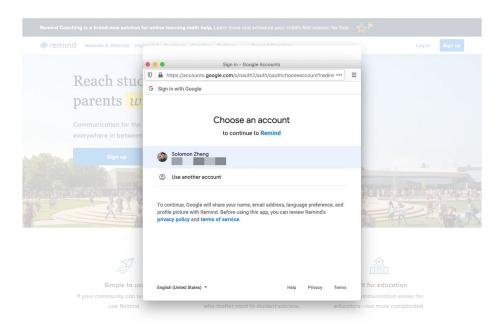


When parents go to Remind.com they can click Sign Up.

Parents can use a Gmail, a phone number or non-Gmail email.

Remind Coac		earning math help. Learn more and schedule your child's first session fr	
	Reach stud	Create an account	email or phone number
	Communication for the everywhere in between	Continue OR	
1	Sign up	G Sign up with Google By signing up, you agree to our Terms of Service and Privacy Policy.	
AN CONTRACT	if they have a Gm	ail account	
	- AN		
	Simple to use If your community can text, they co use Remind.		Built for education Making communication easier for educators—not more complicated.

If you click on the Sign Up with Google parents will see the following:



They can click on their Gmail account and begin the account creation process. If parents use a phone number or non-Gmail email account then they will see the option to create a class. Rather than create, click on the join a class link.

Create a class	
Once you create a class, you can invite students and	
parents, send announcements, and start conversations.	teachers can provide
	Join a class
Class name	
e.g. Math 101, Soccer Team, Chess Club	
	Enter class code ⊘
V I will only message people 13 and older	nioL @
It's okay if students are under 13. We'll ask for a parent's email address to keep everyone in the loop.	
	Q. Search for your class instead
Create	-
K	
Looking for a class? Join a class	Or create a class

Select your school First, find the school you attend.	C Select your school First, find the school you attend.
	Q, estabrook elementary
Q Search for a school	Garrison, KY, US
	Joseph Estobrook Elementary School Lexington, MA, US
	Estabrook Elementary Ypsilanti, MI, US
	Creedmoor Elementary Creedmoor, NC, US
	Trenton Elementary Trenton, NC, US
	Northside Elementary Norlina, NC, US

Then once you find the school, then parents can find their specific teacher to join.

	Find your teacher Estabrook Elementary	(Select a class Select one or more of S. Zheng's classes below.
Q þear C. Tuxbury	ch for a teacher Elliott		My Demo Class @ycsdemo Join
A. VanBuh Kindergart	er en Bright Futures @ YCES & Bright Futures @	• F	
M. Worsha Math Wors	n -yes ham 4(A E) & Am Attendance Worsham 1(A E	;)	
A. Zachery No classes		nvite	
S. Zheng My Demo (Class		
Mr. Mr. Del Math 4 Del	aney aney 4(A E), Pm Attendance Delaney 2(A E)	&	Done
Constance No classes		nvite	F Report this person