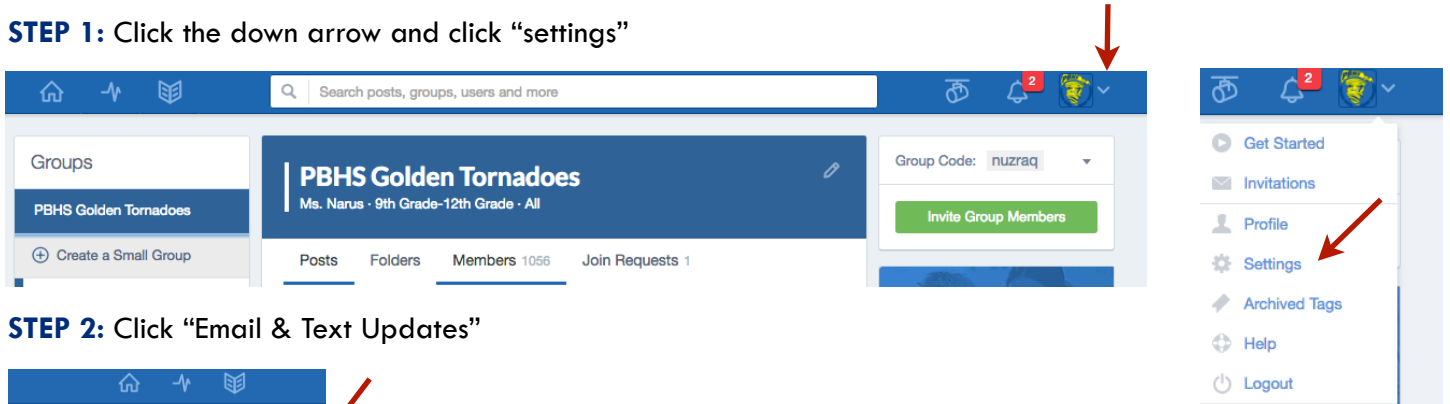


# How to set up text or email notifications

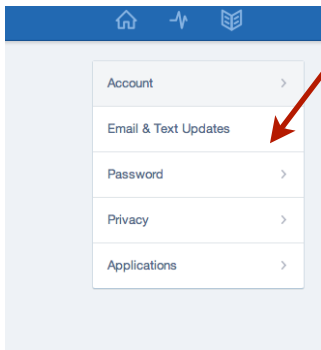
## Staff & Student Instructions

**\*Parents please refer to the Parent Instructions posted on the PBHS Website**

**STEP 1:** Click the down arrow and click “settings”



**STEP 2:** Click “Email & Text Updates”



**STEP 3:** Choose text or email, fill in information, and follow the prompts

Email & Text Updates

Update Type  
Text Select text or email

Phone Number (10 Digits)  
Enter your phone number with no dashes

Phone Provider  
Verizon Select your phone provider

Notes  
 Direct Messages  
 Replies & Follows  
 Likes  
 New Group Members  
 Group Join Requests  
 Connections Requests

Save Updates

**STEP 4:** Select notification options. See suggestions to left

**STEP 5:** Click “Save Updates”

**STEP 6:** Enter Verification Code

**STEP 7:** Click “Save Updates”

**STEP 8:** Click the Home button to go back to your home

