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BLACKBOARD NOTIFICATION SYSTEM DIRECTIONS

Dear Parents and Guardians,

Welcome to Wappingers Central School District! Our District is committed to providing timely communication to all of our families and staff. Blackboard Connect allows our District to share information with parents and staff members on matters such as attendance, general interest activities, as well as building and District emergencies. In addition to allowing the District to communicate with traditional email, telephone and text messages, Blackboard Connect has a mobile app customized for our District.

In order to enhance our ability to accurately deliver information, we kindly request that you review your contact preference profile using the Blackboard Connect web site or by downloading the free District app through the iTunes store or Google Play. Blackboard Connect allows you to control how the District contacts you.

New families will receive an email once they have registered with the District that will include their Parent ID and a temporary password to log into their account. Simply follow the steps below to login to your account through the secure Blackboard Connect web site or by downloading the mobile app.

Steps for updating your account through the website:

Enter the following URL into your web browser:
https://wappingersschools.parentlink.net/main/login

1. Enter the Parent ID and temporary password provided by the District in a separate email. The system does provide the possibility of logging into your account with your Facebook or Google account, if you choose. The first time you login, the system will prompt you to change your password. Passwords must be a minimum of six characters. Once you type in your new password, retype it to confirm, click on save.

 [**Note**: Blackboard Connect has a strict privacy policy and does not sell or distribute your contact information to any 3rd party.]

1. Once you've logged into your account, you're ready to customize your contact preferences. Locate the **Account** tab located on the right-hand sign of the screen (in the black bar and click to open. The first tab (**Account Info**) allows you to update your first and last name, gender and select the language you would prefer to receive your emails.

Under "Delivery addresses" you can add, remove or update email addresses or phone numbers by selecting Add. A dropdown box appears to select if you want to add a phone number, Text/SMS, email address, and mailing address. Make sure that you click **SAVE** when you are done making changes

2. To customize how the District communicates to you, click on the **Delivery Preferences. Once opened you will see Emergency, Attendance, Balance, Survey and Other. For each type of contact you have entered (**phone number, Text/SMS, email address, and mailing address) you can uncheck a box by clicking on the green icons to the right. If you place your mouse over each icon, the type of notification will appear. The contact choices in the order they appear are **push notification** (this would be to a mobile device), **text/SMS**, **phone** and **email address**). Once you select a notification type, any contact information you have added will appear. If you do not want a number called or email address used, simply uncheck the box. You must have at least one contact selected for each category.

To update your contact preferences or access the District's mobile app, download the FREE mobile app in three easy steps.

1. On your smartphone go to the iTunes App Store or Google Play.

2. Search for Wappingers CSD

3. Then select our Wappingers app for free download

4. Once download, login using the parent ID and temporary password (unless you have already updated your password) sent via email from the District.

5. From an iPhone device, go to Settings and choose Follow Schools to customize which the notifications you want to receive. You can have notifications sent to your mobile device from the specific schools you choose and the District.

6. From an Android device, go to Settings and choose

School news in the palm of your hand, your new WCSD mobile app is just a few taps away. Download it today!

Thank you for staying connected to our District. We hope you enjoy Blackboard Connect!