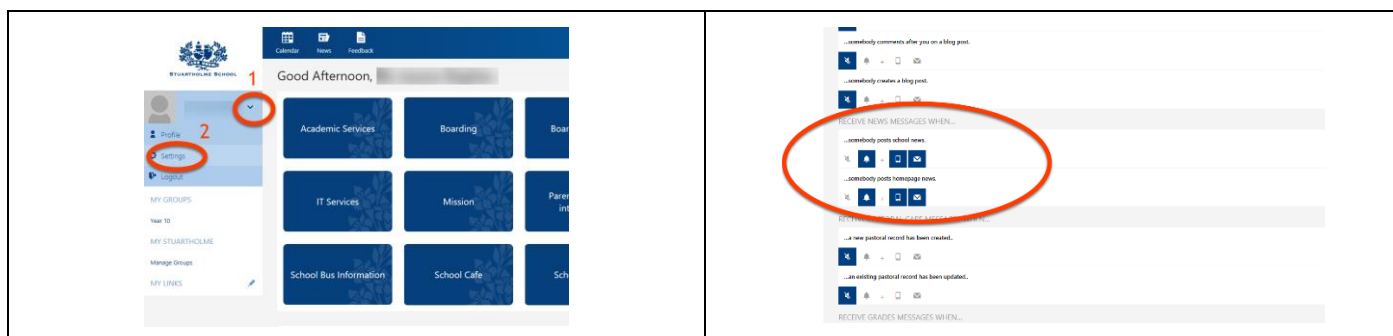







My Stuartholme - Managing notifications quick guide

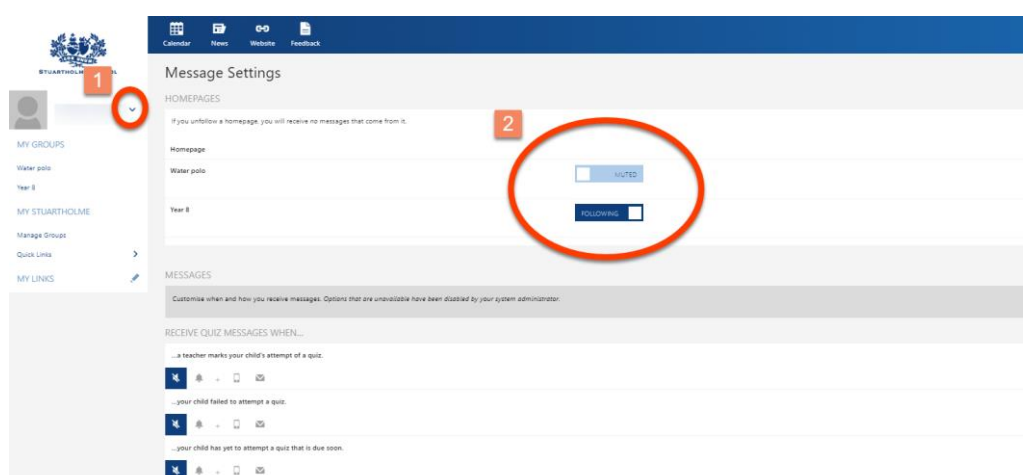
1. Login to <https://my.stuartholme.com>, click on the arrow on the left side menu next to your name and click settings
2. Navigate half way down the page until you find 'receive news messages when...'



3. You can now choose to turn on or off different notification options:

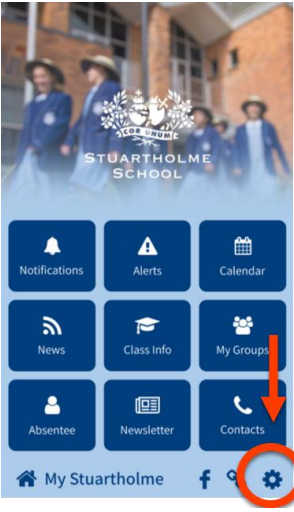
	Muted: You will not be notified whenever that action/event occurs.
	Instant: You will receive a notification in the top right corner of My Stuartholme where the notification bell is. The notification bell turns red with the number next. The notification will also show on the App. Please note that it is easy to miss notifications if you just select this option. You will need to continually login to My Stuartholme or open the App to check if there are any notifications.
	Mobile: You will be alerted via the Stuartholme School App of a notification (just like a text message). You will need to download the App – see part D.
	Email: This will send you an email to your email address providing you with a link to the news item.
	Instant, Mobile and email: You will receive notification in three different ways (set as default).

4. If you do not want any messages from certain groups you have been allocated, you can choose to mute these in the same settings

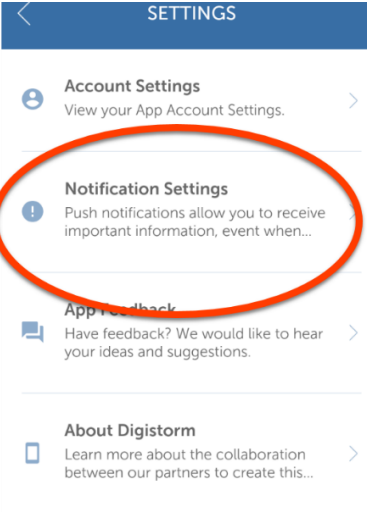


You can also use the School App to manage your notifications

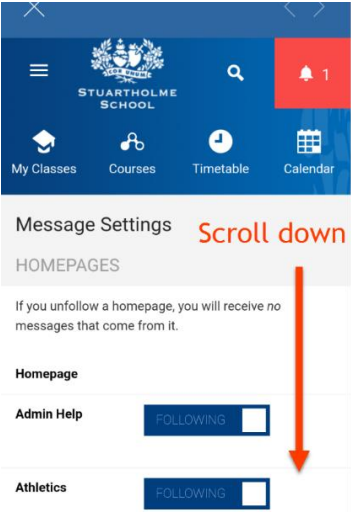
Step 1



Step 2



Step 3



Scroll down