

SchoolMessenger/PowerSchool Setup for Parents

The SchoolMessenger/PowerSchool integration recently received an important feature update. Parents can now view SchoolMessenger sent messages and set contact preferences for SchoolMessenger in the PowerSchool Parent Portal.

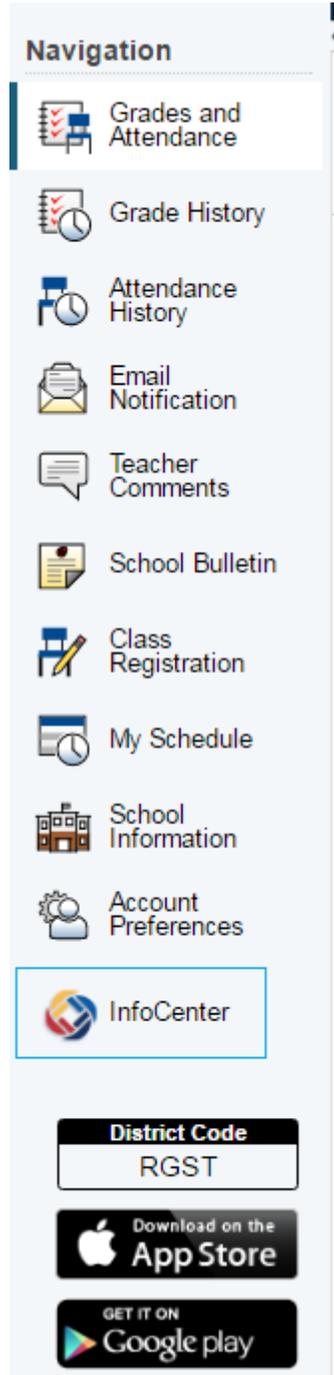
This new feature now appears in the Parent Portal. To access this information you will need to log into your PowerSchool Parent Portal account.

How to View Messages in your Parent Portal

1. Log into PowerSchool Parent Portal <http://rivervalleypowerschool.berrienresa.org/public/home.html>.
2. Under the Navigation menu on the left, click the  **Info Center icon**. This will open a new SchoolMessenger window. If you cannot see the icon, you may be logged into a student account. Please check your login account information to insure it is correct. If you still cannot login to your parent portal account, please [contact](#) the school for assistance.
3. All messages sent about your child(ren) over the last two weeks can now easily be viewed.
4. If you have more than one child, their names will display in separate tables.
5. To view the sent message click “read email.”

How to Set your Contact Preferences

1. While in the SchoolMessenger window, click the contacts tab at the top of the screen
2. Verify the first name, last name of your child(ren) appear on this page. If they do not appear here, contact the school and request the parent code to add the student in PowerSchool.
3. Click on the Preferences link in the upper right corner of the SchoolMessenger window.
4. If you phone number appears with a Pending Consent message under it, you will need to click the number and click “Consent” on the following page to allow the school to contact you via the broadcast service.
5. You can also set how the school contacts you on this page. Select Call me or Send text or both options. You may also deselect the options just by clicking them.
6. Click Save
7. Under the “My Messages Preference” section, select how you would prefer to be contacted for each message type.
8. Please note there are some minimal requirements that need to be met and you may not be able to remove all phone numbers from some message types.
9. If you notice incorrect or missing contact information, please contact your building secretary to update this information in PowerSchool.



The image shows a vertical navigation menu on the right side of a web page. At the top, the word "Navigation" is written in a bold, dark font. Below it, there is a list of menu items, each with a small icon to its left. The items are: "Grades and Attendance" (calendar icon), "Grade History" (calendar with clock icon), "Attendance History" (calendar with clock icon), "Email Notification" (envelope icon), "Teacher Comments" (speech bubble icon), "School Bulletin" (document with red dot icon), "Class Registration" (pencil and paper icon), "My Schedule" (calendar with clock icon), "School Information" (school building icon), and "Account Preferences" (gears icon). Below these items is a button with a blue border and a circular icon containing a stylized 'S' and 'M', labeled "InfoCenter". At the bottom of the menu, there are three more buttons: "District Code" with "RGST" below it, "Download on the App Store" with the Apple logo, and "GET IT ON Google play" with the Google Play logo.

Note: It is possible that certain factors, such as a recent change of phone number, change of billing info or temporary disconnect may revoke consent for a phone which you have previously given it. If this happens, you will see the permission prompt again and should simply adjust the settings and save.