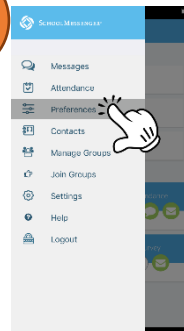


1



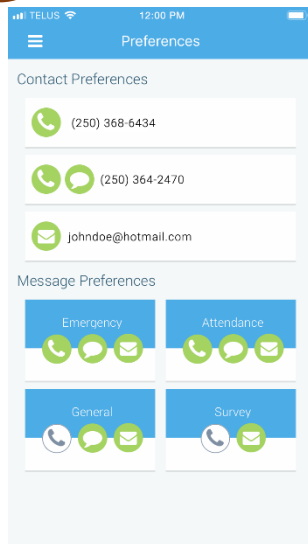
Click the Menu button at the top left of the app.

2



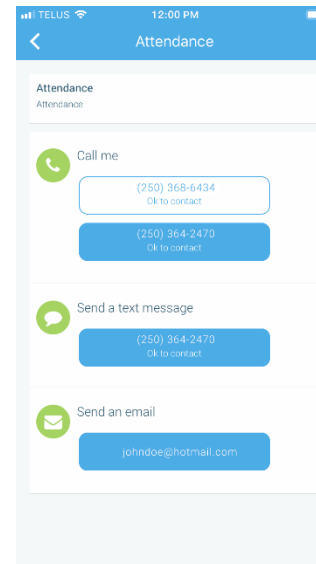
Tap **Preferences**

3



Tap the type of message you want to set preferences for. For example, to change how you receive attendance notification, tap **Attendance**.

4



Turn contact types on and off. A white background means off. In this example, the primary phone will not be called, but the cell phone will receive a call and a text message, and an email will be sent.