

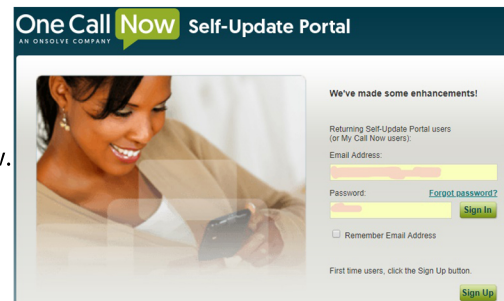


MyCallNow District Communication Tool

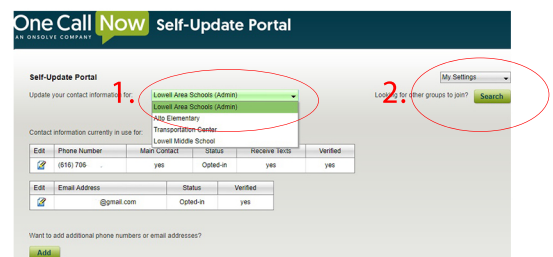
Utilizing the district notification system is important for a variety of reasons. First and foremost, it is the only way to insure you are receiving the most accurate information as it comes directly from the district. In emergency situations such as fire, weather, or in the recent case of the middle school evacuation, it allows us to communicate directly with parents in real time. You do not need to wait for the news channels to report, we push notifications directly to you as information becomes available. But beyond that, it is the way all of our schools communicate with our families. From newsletters to reminders to bus delays, this tool gives us the flexibility to communicate the way that works best for you; e-mail, phone or text.

In order to insure you receive notification from the district in a timely fashion, you must be registered through the district communication tool MyCallNow. This flyer will provide instructions on how to verify your account status.

1. Go to www.mycallnow.com and log in. Note that group changes cannot be made through the app at this time. The app can be found in the Apple and Google Play stores though it is not necessary for text notifications if you follow the steps below.



2. Check to see if you have included the group Lowell Area Schools (Admin) in the drop down box. See red circle #1.



3. If you do not have this group, click the plus to add it. See red circle #2. You will need invitation code 3587.

4. Make sure to add all of the necessary information for this group.

5. If you are choosing text and/or phone as a method of communication, make sure to verify your phone number (you must verify your phone number for the notifications to work).

6. Once your phone number is verified, Text the word "Alert" to 22300.

7. Once you receive a confirmation, you are all set! The confirmation will come from 22300. We suggest you add this to your contacts at LAS or Lowell Schools, etc. so that if you also receive text notices from news stations, you will know that the information from this number is accurate.

If you have any questions, we are happy to help! You can shoot us a private message on our Facebook page for live chat help (www.fb.com/lowelldistrict) or e-mail us at cjohnston@lowellschools.com.