SMART PROGRAM NEWSLETTER

PARENT LINK DISTRIBUTION INSTRUCTIONS





Log in to ParentLink via Clever and click the orange "Create a Message" Button:



SMART Update	🖂 Email
Recipients Choose.	<< More 🖾 🐼 🐵 🎃 smore 🗸
All School Administrators at AT ×	
All Parents at ATLANTIC WEST ELC X	
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 O Start Time 4:00 PM 	Л

Select your recipients: All Parents, Staff, Principals, School Administrators



On the Message Send page, add the Subject: The SMART Program at [Insert Your School]



Click on the Email button below the template window



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Click on in the top left corner of the email window:

Next, click on the source code button.



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Now, go back to your email, open the EMAIL-APP attachment, and copy the entire contents into the Source Code pop-up in ParentLink. Then, click Ok.

Click the link to read the Program: <u>https://www.sr</u>	latest on the <u>Broward</u> County Po nore.com/r79q8	ublic Schools SMART
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Next, click on the Text / SMS button at the bottom and copy the contents of the TEXT-SMS attachment into the box.



The App window should also have the newsletter now.



The email content should now show in the window



Now, click on the App button at the bottom. Then click on the "Copy Content From" button in the bottom right corner and then click on Email.



That's it! Just click SEND.

