

# How to set up Pinnacle Notifications

1. Download Application “BCPS”



2. Open the Application

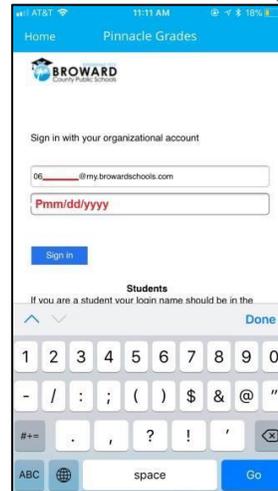


3. Go to second page...

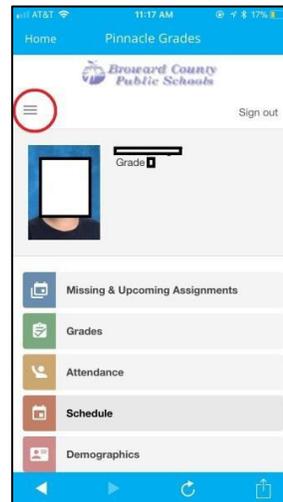


4. Sign into your student’s Pinnacle

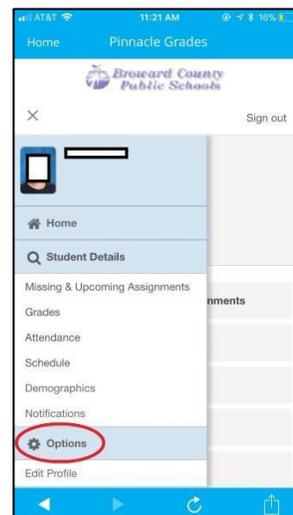
- You will need student number (06...)
- enter birthdate in this specific format with a capital P



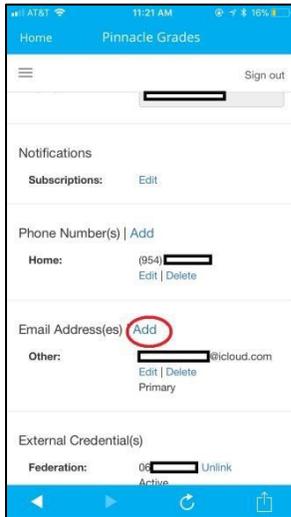
5. This is the home page, CLICK HERE



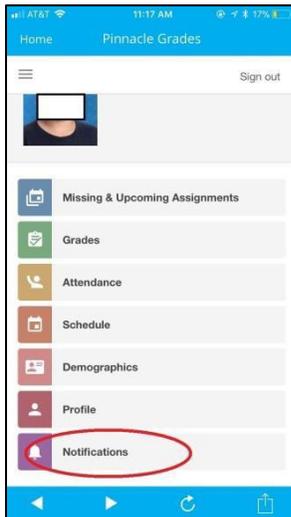
6. Go to OPTIONS



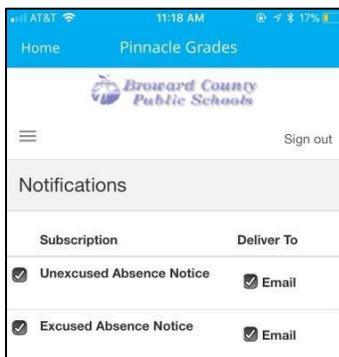
## 7. Add your email



## 8. Go to Notifications

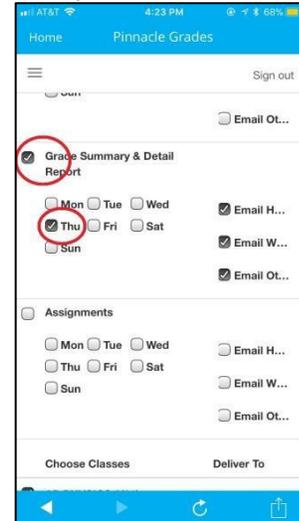


## 9. Suggestion #1: Attendance



## 10. Suggestion #2: Weekly Grade Summary

This gives detailed assignment list for each class. We suggest I Thursday so students can turn in any missing work on Friday. Pick what is best for you.



## 11. Suggestion #3: Class Alerts

This feature sends you an email notification if the grade in class drops below a certain level. (Default is 90%, you can adjust if needed.)



FINAL STEP-CLICK SAVE! 😊