

HOW TO ACCESS YOUR NEW LORETO KIRRIBILLI SCHOOL APP



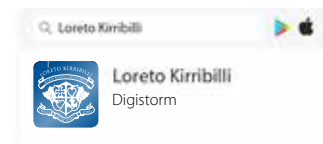
Learn how you can quickly and easily
access the new Loreto Kirribilli School App.



STEP 1

SEARCH & DOWNLOAD

Search for Loreto Kirribilli on the Apple App Store
or Google Play to download the Loreto Kirribilli School App.



STEP 2

SIGN IN

Once you have downloaded and opened the App, you will
be able to sign in using your Loreto Kirribilli **CH@LK** login.

Click **Forgot password?** if you do not know your **CH@LK** login.
A code will be sent to your email address.



STEP 3

STAY CONNECTED

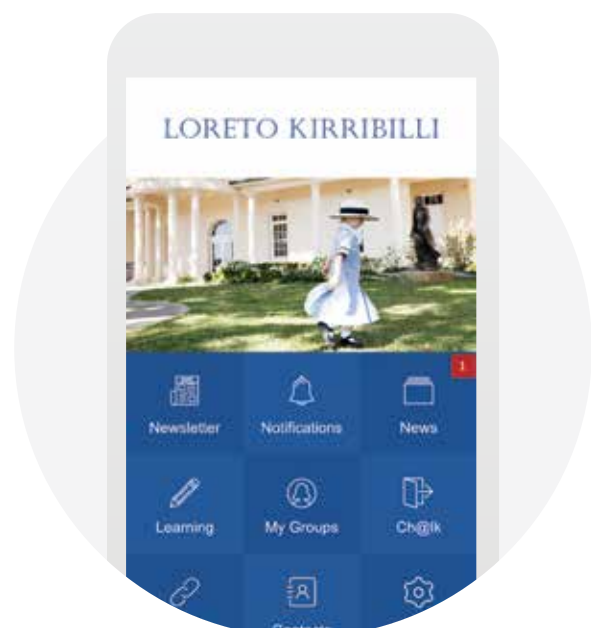
You will now receive the **latest updates**
and information from the school.

STEP 4

TAKE THE TOUR

Explore the **features** of your new App by
tapping the tiles on the dashboard.

*To personalise your App content
please see the next steps on page 2*

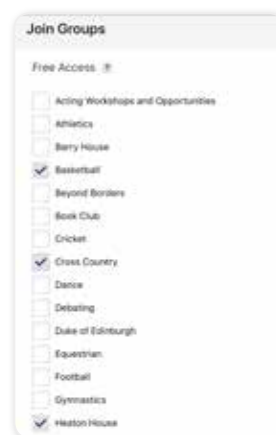


PERSONALISING YOUR LORETO KIRRIBILLI SCHOOL APP



STEP 5 JOIN GROUPS

Tap into **Links > Manage Your Groups** and sign up for push notifications from the most relevant Group Pages. (Make sure you tap 'Join Selected Groups' at the bottom of the screen.)



STEP 6 ADJUST YOUR NOTIFICATION SETTINGS

Tap into **Settings > Notification Settings** to customise your notification settings. Your default settings are listed below:

You will receive a Notification when:

- News is posted to Parents as a whole
- News is posted on Group Pages you have signed up to
- When you are added to or removed from a Group Page

You can change the above default settings to:

- Turning all notifications off (relevant News items can still be found in the News area)
- Choosing an email notification instead of App notifications
- Choosing to receive an email digest on Friday afternoon that is a summary of your News for the previous week

You can choose to be notified about changes to Group Pages such as added files, links and other content if you wish. It is currently set to **Off**. Adjust this via Settings > Notification Settings > Receive Content Management Messages When...

