

Managing Contact Preferences

Text Alert/Email Contact Preferences in Infinite Campus

The Brookfield R-III School District will be moving from the old text alert system to the new one built into Infinite Campus. With that change there are contact preferences that can be set based on the “type” of messages you want to receive.

Most of these options were identified during Online Registration, however if changes are needed to be made, those contact preferences can be found on each account in Infinite Campus.

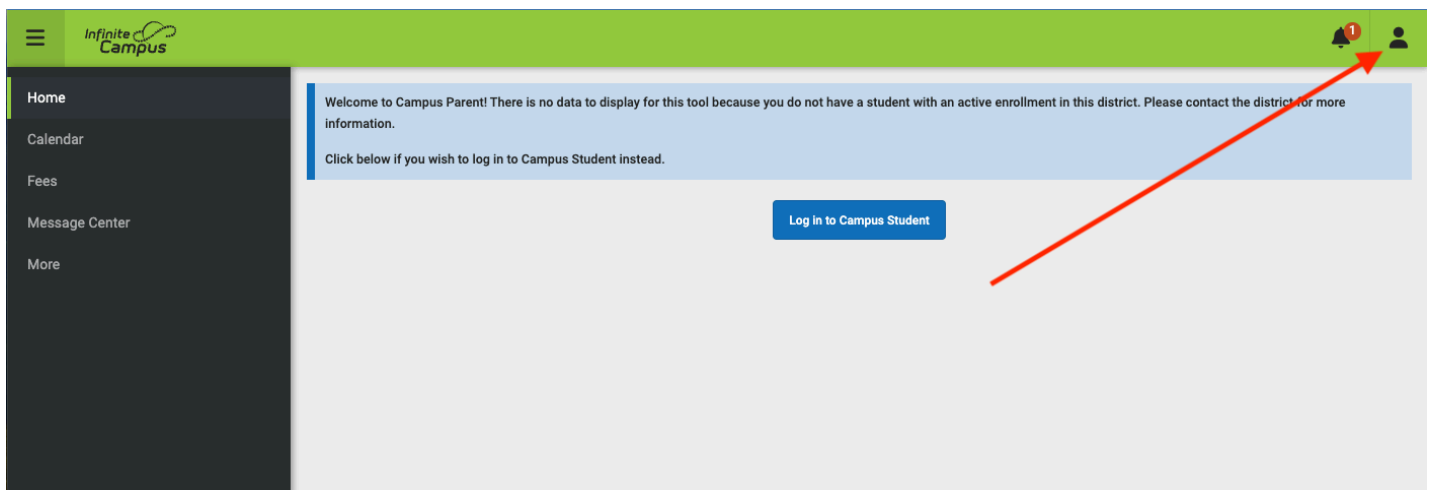
Text alerts from Infinite Campus will come from the phone number: 822-90

If you have a family member that wants to see the text alerts, please have them follow the Brookfield R-III School District Page by going here:

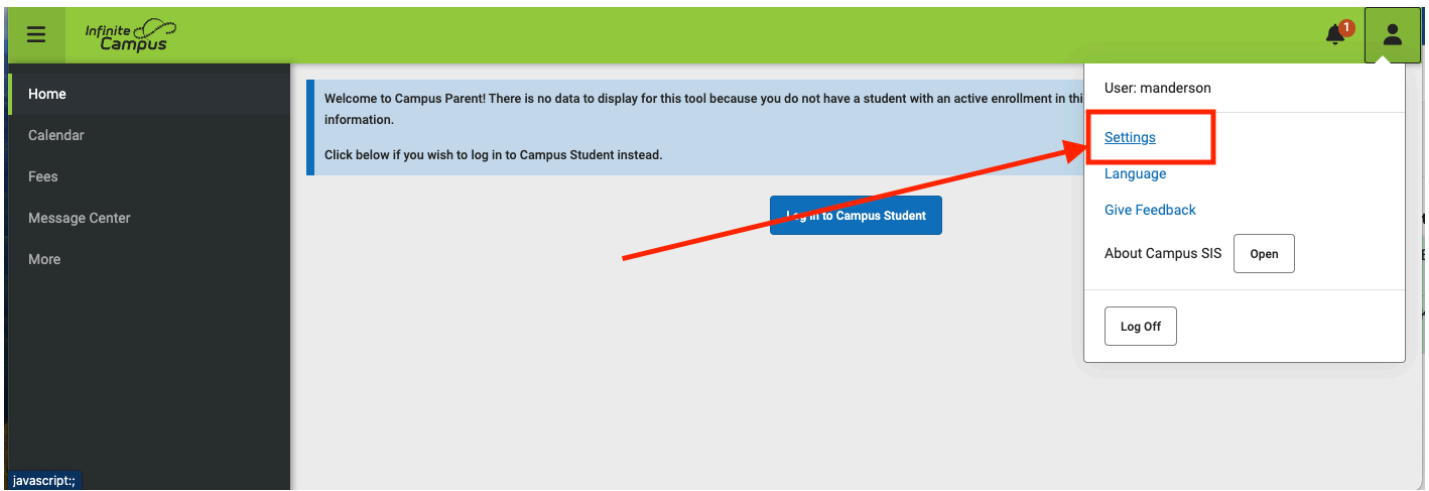
[Click Here](#) 

Messaging Contact Preferences

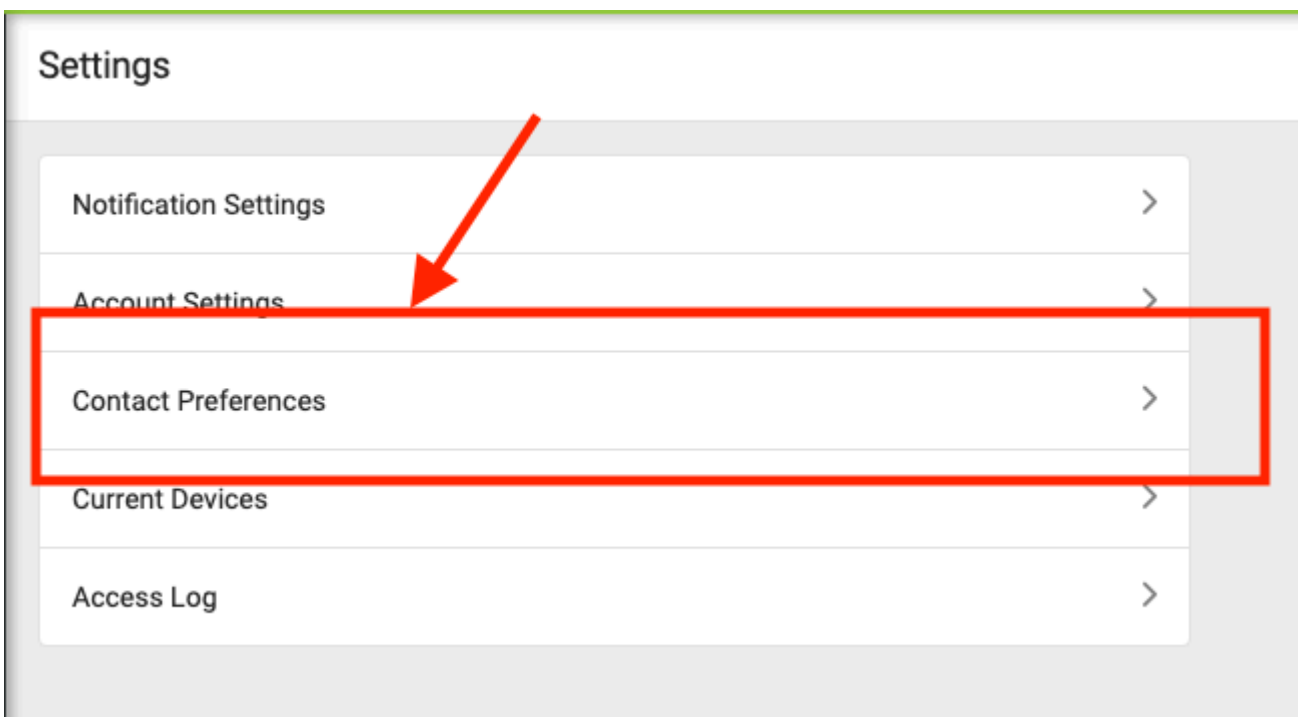
Step 1: Login into the Parent Portal and Locate the “Person” in the top right corner of your screen/app.



Step 2: Click “Settings” in the drop down menu.



Step 3: Click "Contact Preferences."



Step 4: Scroll down until you see the following options:

Phone

Email

	VOICE	TEXT (SMS)
Priority	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Attendance	<input type="checkbox"/>	<input checked="" type="checkbox"/>
General	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Behavior Messenger	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Emergency	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Food Service	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	VOICE	TEXT (SMS)
Priority	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Attendance	<input type="checkbox"/>	<input checked="" type="checkbox"/>
General	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Behavior Messenger	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Emergency	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Food Service	<input type="checkbox"/>	<input checked="" type="checkbox"/>

For each phone number the school has on record such as a cell phone or a home phone number, you will see the options listed to receive text messages. Please mark "General" to get general text alerts from the school district. It is recommend to turn on all text alerts for all types of messages.

Note that there is a "Phone" tab and an "Email" tab. Both are different contact preferences that need to be made.

Email:

Phone

Email

	EMAIL
Priority	<input checked="" type="checkbox"/>
Attendance	<input checked="" type="checkbox"/>
General	<input checked="" type="checkbox"/>
Teacher	<input checked="" type="checkbox"/>
Behavior Messenger	<input checked="" type="checkbox"/>
Emergency	<input checked="" type="checkbox"/>
Food Service	<input checked="" type="checkbox"/>
	EMAIL
Priority	<input checked="" type="checkbox"/>
Attendance	<input checked="" type="checkbox"/>
General	<input checked="" type="checkbox"/>
Teacher	<input checked="" type="checkbox"/>
Behavior Messenger	<input checked="" type="checkbox"/>
Emergency	<input checked="" type="checkbox"/>
Food Service	<input checked="" type="checkbox"/>