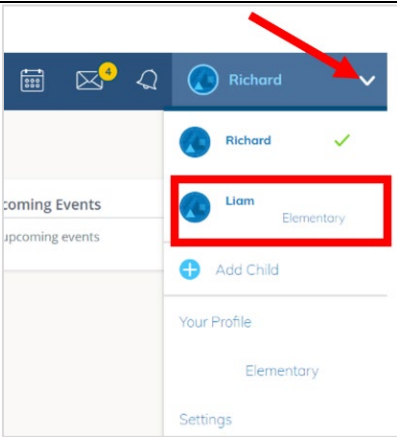
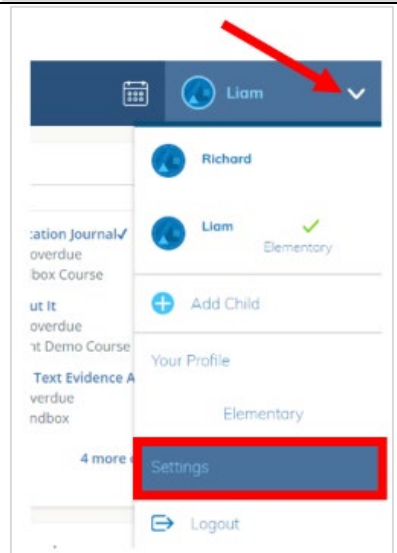


Schoology Parent Email Digests

Schoology has two email digests available to communicate student activity in **Schoology** – the **Parent Email Digest** and the **Overdue Notifications Email**. To receive these emails, you must turn these notifications on in your Schoology parent account.

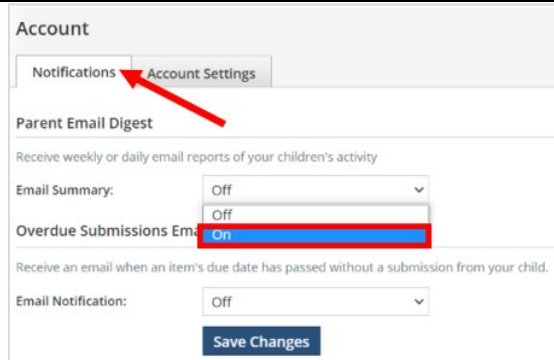
- The **Parent Email Digest** can be scheduled to be sent daily or weekly at a specific time and includes:
 - the current marking period grade for each course
 - recent posts and/or submissions by your student in each course
 - overdue submission information for each course

- The **Overdue Notifications Email** will be sent only once each time your student does not submit an item on time.

<p>Access Your Notifications Settings</p> <p>1. From the Parent Dashboard Page, click on the arrow next to your account name. Select your student's name.</p> <p><i>Note – If you have multiple students in BCPS, you will need to follow these steps to enable a Parent Email Digest for each student.</i></p>	
<p>2. Click on the arrow next to your student's name and select Settings.</p>	

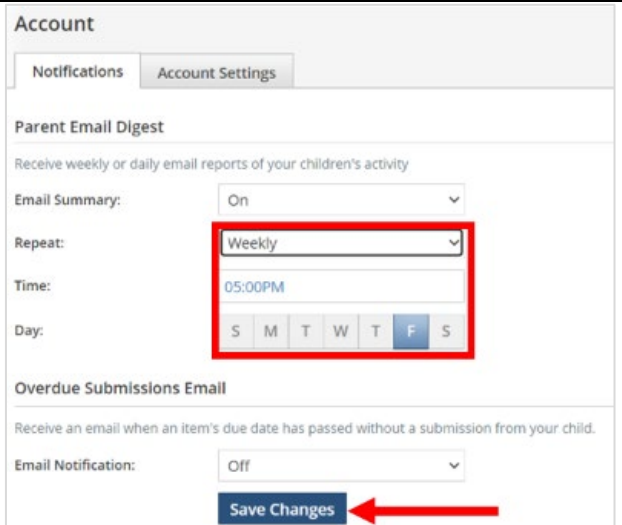
Enable Parent Email Digest

1. Select the **Notifications** tab. In the **Parent Email Digest** section, select **On** from the drop-down menu to enable an **Email Summary**.



2. Select the delivery options for the digest. Click **Save Changes** when finished.

- **Repeat:** Choose **Weekly** or **Daily** reports
- **Time:** Time of day report will be emailed
- **Day:** Choose the day of the week to receive the **Weekly** report



Enable Overdue Submissions Email

1. Select the **Notifications** tab. In the **Overdue Submissions Email** section, select **On** from the drop-down menu to enable **Email Notifications**. Click **Save Changes**.

