



ASCENDER GUIDES



**alert\_intro**



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Alerts are messages notifying you if the student has any grades or attendance information you should be aware of, such as an absence, tardy, or low grade.


- **View Alerts** - View alert messages that have been generated according to your alert subscription.
- **Set Alerts** - Change your alerts subscription at any time so that you only receive the alert messages you want to see.

By default, you are automatically subscribed to two alerts:

- Unexcused absence alerts, first occurrence of the day
- Failing grade alerts

You can change your alerts subscription at any time.

If any of your students have alerts, the number of alerts is displayed next to the alert icon  in the top-right corner of every page in ParentPortal.

On any page in ParentPortal, click the alert icon  in the top-right corner. You can see the two most recent alerts for the student. To view all alerts, you must go to the Alerts page.



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