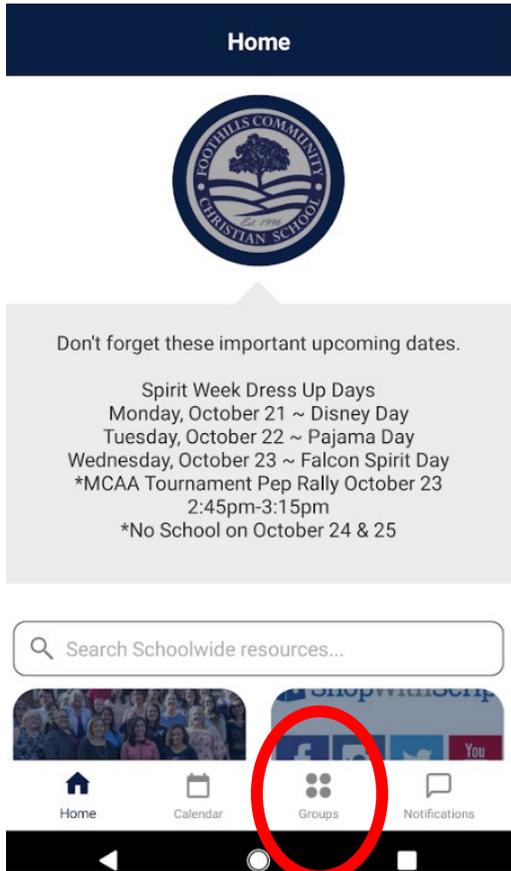


Footnotes are posted each Monday of the school year and contain important announcements from the school. If you set your notifications to 'on', you will have a small bell shape notification appear on your phone or device. If you clear it, you can access newsletters and notifications using the following steps.

Step 1: Open the app so you are on the home page. You will see important dates and announcement or countdown calendars on this page and have access to important resources such as upcoming events, volunteer needs, and links to helpful information. Click on the groups icon near the bottom.



Step 2: You will see your groups access based on all the options you selected. *Please note, if you wish to follow athletic teams and access game schedules, you will need to subscribe to that specific sport for games to be on your calendar.* Otherwise, you can find a full calendar on the homepage of our website www.foothillschristian.org. For Footnotes, click on the Foothills Community Christian School Icon. This provides information sent to ALL School regardless of grade, sport or group.

Groups

Being a part of a group allows you to see its latest resources, newsletters, events, and notifications. Need to change which groups you're a part of?

Manage Groups

The screenshot displays a grid of six group icons. The first icon, representing 'Foothills Community Christian School (Great Falls, MT)', is circled in red. The other icons are for 'Middle School', 'High School', 'Elementary School', 'HS Volleyball', and 'MS Volleyball'. Below the grid is a navigation bar with four icons: Home, Calendar, Groups, and Notifications.

Step 3: You will see a list of options at the top of your app. These are specific to the group you just selected. Our example is school wide but groups and content will vary depending on the group you selected.

Click on Newsletters from here to access Footnotes.

You can then access the Footnotes from the most recent week. We leave Footnotes out for you to view up to 4 weeks prior.

You can also find the Footnotes using the notification button on your home page.

Once you have selected a group (school wide, HS Volleyball, or others), the resources, notifications, events, and newsletters will be specific to that group.

