

TalkingPoints Student Messaging Getting Started Guide

TalkingPoints Student Messaging provides flexible messaging options to ensure all stakeholders get the communication they need. Bring students* into the conversation and let their voice contribute to their ultimate success. Here is everything you need to know to get started!

DATA SHARING AND COMMUNITY COMMUNICATIONS

Prepare for TalkingPoints Student Messaging by informing your community and sharing student email addresses and date of birth with TalkingPoints.

District or School Lead for TalkingPoints + Tech Team

Tell your community that your school or district is using TalkingPoints for Student Messaging!

Share the necessary data:

Clever

ClassLink

TalkingPoints Connector

Once data has been shared, enable student messaging:

District Partners

School Partners

GETTING STUDENTS INTO THE TALKINGPOINTS PLATFORM

Once eligibility data is shared and flowing to the TalkingPoints platform, work with teachers and staff to get student phone numbers into the TalkingPoints platform.

Admins:

If you did not set up the auto invite during enablement, invite students to TalkingPoints

a. Choose a dedicated time to assist students through the process to confirm their TalkingPoints accounts and share this with your teachers + staff. (i.e. Homeroom, first ten minutes of class, exit ticket out of class)

Demo video: See how it all works!

Teachers + Staff:

Guide students through the confirmation process

Demo video: See how it all works!

Students:

Join TalkingPoints

^{*}Per COPPA regulations and our Terms of Service, TalkingPoints supports messaging students 13 years old or older.

USING TALKINGPOINTS STUDENT MESSAGING

Once students have joined TalkingPoints, admins can choose to create school groups and enable group codes for sports teams, clubs and more.

Admins:

Group Management: To assign school group management to staff members who do not hold school level roles, consider the options below.

- Option 1: Assign the Technical School Admin base role to staff members so they can create and manage school groups (includes staff management capabilities)
 - This may be a good option for a staff member who is in charge of student and staff management within TalkingPoints and does not need to send messages on behalf of the school.
- Option 2 (for district-wide setups only): <u>Create a custom role</u> to allow staff to create and manage school groups

This may be a good option for a school or district staff member such as an Athletic Director who should only have the added permission of creating and managing groups, but no access to staff management or messaging at the school level.

Create school groups and share with staff: Group codes are a way to flexibly bring students into non-SIS groups. You can <u>add students manually</u> or use <u>school group codes</u> as a way for students to join. Confirmed students (13 years old or older who have joined TalkingPoints) can use a unique school group code to join clubs, athletic rosters, leadership classes, and more.

Teachers + Staff:

Send a Message to family contacts, students, or students & family contacts

If admins have set up groups for you, <u>use groups shared with you to access group codes and</u> populate your groups

Students:

Join groups

ADDITIONAL RESOURCES

For FAQs and an overview of all resources, use the link below.

In-Platform Views

Student Messaging Overview and Resources