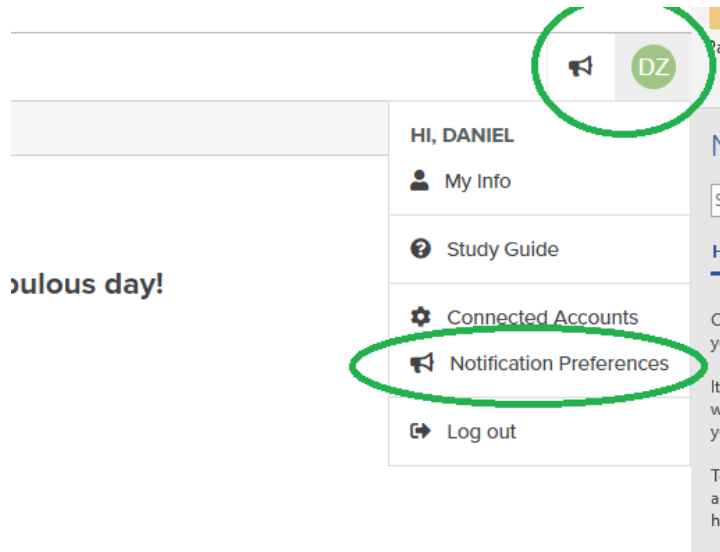


How to Change Notification Preferences in Alma

1. Log into Alma (*Contact your child's school if you have difficulty logging in*)
 - a. Elementary school – <https://wces.getalma.com/home>
 - b. Middle school – <https://wcms.getalma.com/home>
 - c. High school – <https://wchs.getalma.com/home>
2. Click on your initials in the upper right-hand corner, and select “Notification Preferences”



3. Choose how you want to be notified as seen below.

West Central Elementary School

My Preferences

preferences connected accounts

EMERGENCY NOTIFICATIONS For school-wide emergency notifications how would you prefer to be contacted?

Phone Call Text Message

ATTENDANCE NOTIFICATIONS When your child misses school how would you prefer to be contacted?

Phone Call Text Message

MISSING ASSIGNMENT NOTIFICATIONS When your child has missing assignments how would you prefer to be contacted?

! Missing assignment notifications are currently disabled by this school. You may still configure your preferences which will take effect once enabled.

Email Do not send

4. Contact your child's school with any questions.