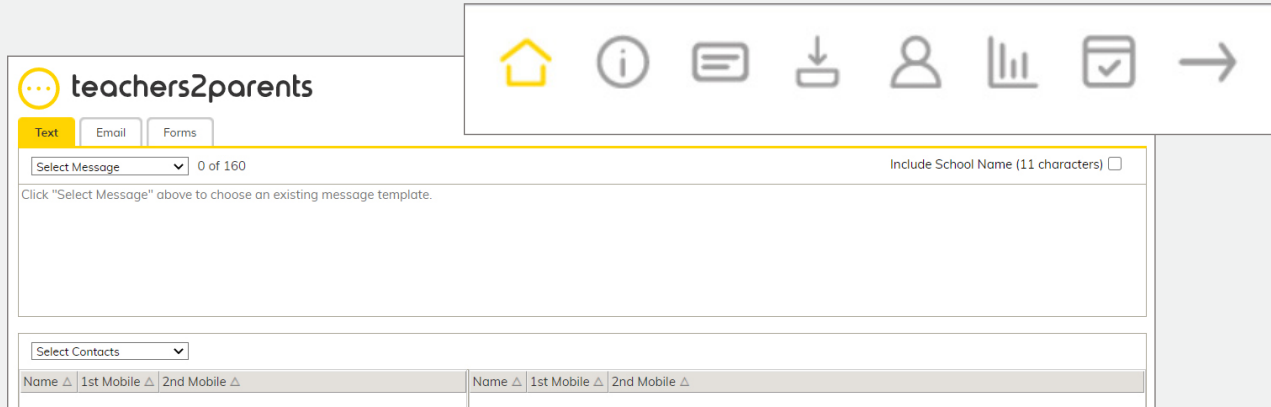


# Main Menu - Cheat Sheet

## Main Menu



### Home

From here you can send texts, emails and create forms from the main tab menu.



### Help

View a selection of user guides, contact us and setup remote support.



### Change Password

Click here to change your password.



### Text Replies

View all text replies from parents.



### Administration

- Text/email set up
- Manage scheduled texts
- View, add, edit & delete contacts
- Text and email templates
- Create your own groups
- Class groups (tutor/subject)
- Manage user access
- Your MIS integration
- Import student contacts/class list
- SchoolMoney registration key (internal)
- Parents' evening credentials (internal)
- Personalise the app
- Setup and import with Wonde



### Reports

- Text delivery
- Text replies
- Missing/invalid numbers
- Monthly breakdown
- Do not contact
- Email delivery



### Parents Evening

- Parents' evening
- Send invites
- View schedule
- Missing contact details
- Parents who have not booked
- View attendance
- Invitation templates
- Split parents
- Create/edit groups



### Log Out