ParentSquare Quick Reference Guide | Posts
# Parent & Guardian Access

Posting

There are multiple ways to receive communication from the district, teachers, and staff. Using the **Post** method is just one way, and the most common and best method, of communicating with you. It is best used for groups of people and not for communicating with an individual person. Posts may allow recipients to comment on them or allow users to appreciate (heart) them. Those users/recipients who are members of the group can see posts for that group.

Post are the most often used method of communication within **ParentSquare**. It allows notifications to be created and sent for the whole school, an entire grade, or to an individual group or class, or any combination.

How to View a Post

1. Choose your child(s) building if not already selected.
2. Select **Posts** from the left navigation bar. You may have noticed that previous post are displayed on the screen once you loged into **ParentSquare**. All newer posts will be located at the top most level of the post stream window.
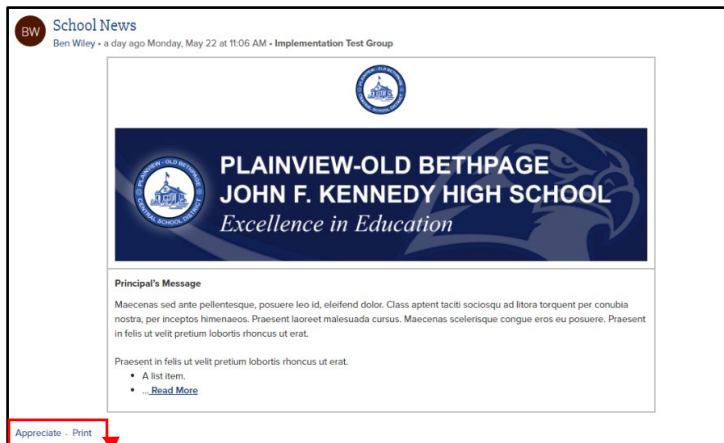
For Example: This sample post was sent to a specific group I was a member of from a District Admin person. If you were part of this group, you would be able to view it, print it, or appreciate it.

3. You can **Appreciate** (Heart) or **Print** the post.

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