
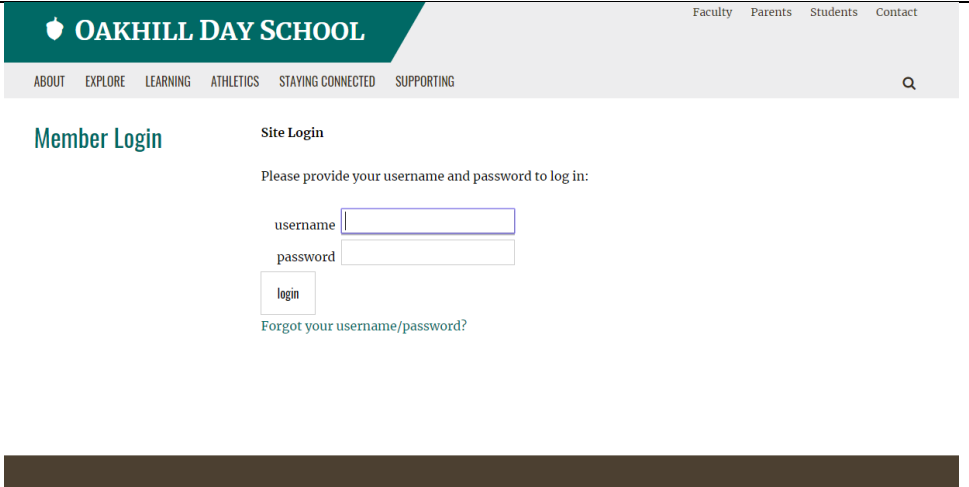
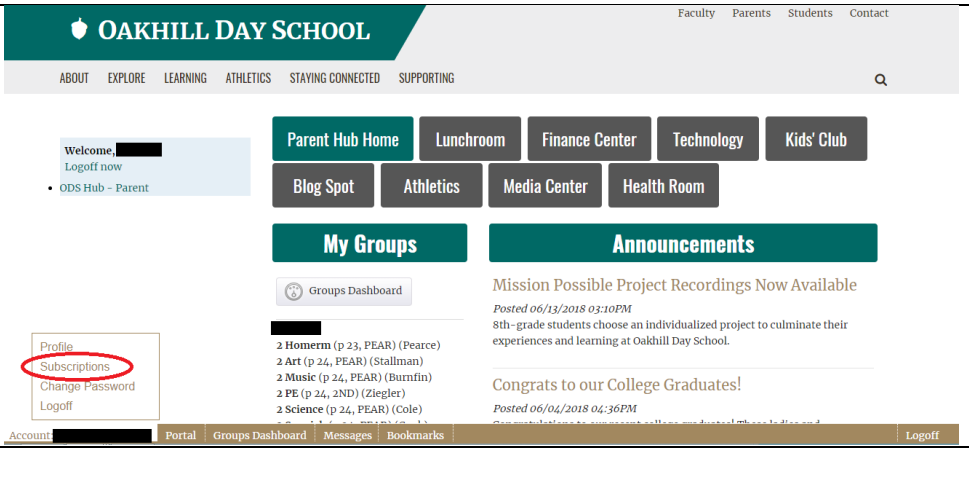


ODS Hub – Signing Up for News Alerts

Alerts provide a means of notification for items such as announcements, calendar events, and academic information. Communication alerts are managed through the ODS Hub, while Academic alerts are managed through PlusPortals. This document provides directions on how to sign up for News and Announcements.

<p>Access the Oakhill Day School website by going to www.oakhilldayschool.org</p> <p>Click on the “Parent” link in the top right corner of the homepage.</p>	
<p>Login to the ODS Hub for Parents</p> <p>**If you don't have your username and/or password, please contact communications@oakhilldayschool.org for assistance</p>	
<p>Click on your full name at the bottom left corner. Choose the option for “Subscriptions”.</p>	

This is the subscription manager. From here, you can access a variety of options that best meet your needs.

You can add your cell phone number if you would like to receive text alerts.

Parent

Profile Picture Account Subscriptions Logoff

Edit Subscription(s)

AVAILABLE DELIVERY LOCATIONS

Email

[Redacted] (Primary)

+ Add Text Enabled Phone

Verify that your phone number meets the necessary requirements.

Click OK.

www.oakhilldayschool.org says

Text messaging should only be enabled for phones that support this feature.

If your phone supports text messaging click OK. Enter your phone number with the area code and select your wireless carrier. Then click the SAVE PHONE button, which will send a verification code to your text-enabled phone. When you receive the verification alert, enter the supplied 6-digit code in the confirm box. Please note that you will not receive any alerts to this contact until you have entered this code.

OK Cancel

Enter your phone number.

Select your carrier from the listed options.

Click "Save Phone".

Edit Subscription(s)

AVAILABLE DELIVERY LOCATIONS

Email

[Redacted] (Primary)

Add New Phone Enable Existing Phone Number

Mobile Phone [Redacted] **AT&T** **Save Phone** Cancel

CURRENT SUBSCRIPTIONS

Email Mailing Lists (eNotify) Settings

News Alerts Settings

To receive alerts about Announcements and News postings, click on "Settings" for News Alerts.

Edit Subscription(s)

AVAILABLE DELIVERY LOCATIONS

Email

[Redacted] (Primary)

+ Add Text Enabled Phone

CURRENT SUBSCRIPTIONS

Email Mailing Lists (eNotify) Settings

News Alerts Settings

No News alerts found

Blogs/Forums

Select the category/categories for the announcements and alerts you would like to receive.

Click "Update Settings".

You can close the window when finished.

MANAGE NEWS ALERTS

[← Back](#)

Sign up to receive an alert when a news post is added! Simply select how you would like to receive the alert for each category. You can select any number of categories. When finished click the "Update" button.

Send To: [REDACTED] -- 0 available SMS enable phones --

SELECT NEWS CATEGORIES:

SMS/Txt Msg Email

 Academics

 Admissions

 All School

 Alumni

 Athletics

 Development

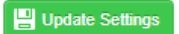
 Early Childhood

 Kids' Club

 Lower School


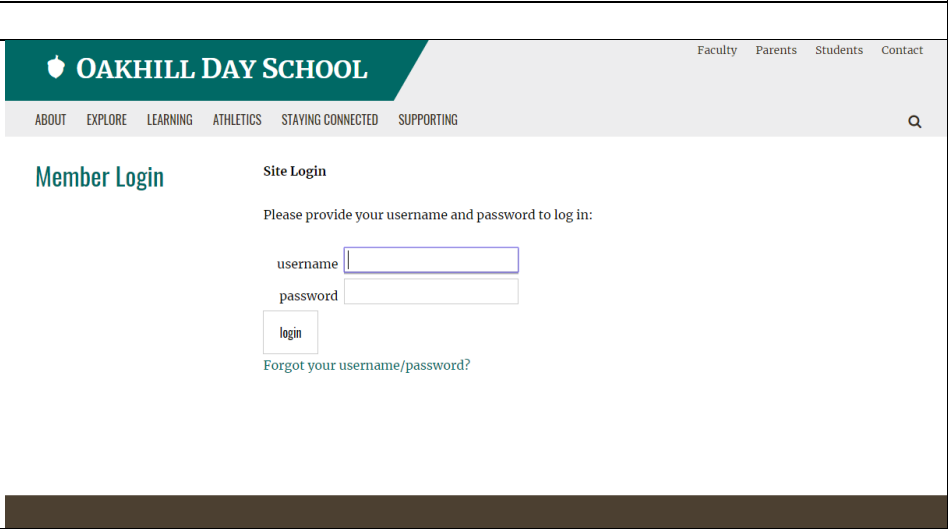

 Middle School

 Summer Days

 Update Settings

ODS Hub – Signing Up for Calendar Alerts


Alerts provide a means of notification for items such as announcements, calendar events, and academic information. Communication alerts are managed through the ODS Hub, while Academic alerts are managed through PlusPortals. This document provides directions on how to sign up for Calendar Alerts.

<p>Access the Oakhill Day School website by going to www.oakhilldayschool.org.</p> <p>Click on the “Parent” link at the top right corner of the homepage.</p>	
<p>Login to the ODS Hub for Parents</p> <p>**If you don't have your username and/or password, please contact communications@oakhilldayschool.org for assistance.</p>	
<p>Navigate to the School Calendar (located under the “Staying Connected” tab)</p>	

Click on the blue "Alerts" button.

School Calendar

day week month year



Month of June, 2018

MON	TUE	WED	THU	FRI	SAT/SUN
28 Memorial Day NO SCHOOL	29 Oakhill Fully Charged Summer Program	30 Oakhill Fully Charged Summer Program	31 Oakhill Fully Charged Summer Program	1 Oakhill Fully Charged Summer Program	2
					3
4	5	6	7	8	9

This is the calendar subscription manager.

From here, you can select any of the calendars in order to receive alerts for events.

From the subscription manager, you can also adjust the settings to send reminders for events as well as alerts when changes are made to the calendar.

Click on "Update Settings" when finished.

MANAGE CALENDAR SUBSCRIPTION

[Back](#)

Sign up to receive updates for all events for a calendar or team! Available updates include postponements, cancellations, changes, and event reminders. Disabled checkboxes indicate existing subscriptions, which can be edited or removed from ["My Subscriptions"](#).

WARNING: By subscribing to the calendars & teams below, you will receive alerts for ALL events that are associated with the selected calendars & teams. If you wish to subscribe to a specific event, please use the yellow bell icon to the right of the event on the calendar page. When finished click the "Update" button.

CALENDAR INFO:

Calendars:

[select all](#)

[deselect all](#)

- Admissions Calendar
- All-School Calendar
- Alumni/ae Calendar
- Development Event Calendar
- Early Childhood Calendar
- Kids' Club Calendar
- Lower School Calendar
- Lunch Calendar
- Middle School Calendar
- PTO Calendar
- School Cancellation
- Summer Days Calendar

[+ Athletics Schedules](#)

ALERT SETTINGS:

Send To: Email

[REDACTED]

Phone

-- 0 sms enabled phone numbers --

Reminder: 18 Hours Before

Alert Options: Cancellations/Postponements/Changes

[Update Settings](#)

ATHLETICS CALENDAR

The Athletics Department maintains a separate set of calendars.

To sign up for Athletic alerts, click on the blue "Athletics Schedules" link.

Select the sport(s) calendars to fit your needs. Adjust your settings for reminders and changes as need be.

Click "Update Settings".

CALENDAR INFO:

Calendars:

select all

deselect all

- Admissions Calendar
- All-School Calendar
- Alumni/ae Calendar
- Development Event Calendar
- Early Childhood Calendar
- Kids' Club Calendar
- Lower School Calendar
- Lunch Calendar
- Middle School Calendar
- PTO Calendar
- School Cancellation
- Summer Days Calendar

[- Athletics Schedules](#)

select all

deselect all

- Baseball - K/1st Grade ("Panthers on the Prowl")
- Baseball - 2nd/4th Grade ("Panthers on the Prowl")
- Baseball - PS/PK
- 6th Boys Basketball
- 7th/8th Boys Basketball
- 5th Boys Basketball
- 5th/6th Girls Basketball

ALERT SETTINGS:

Send To: Email



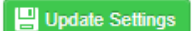
[REDACTED]

Phone

-- 0 sms enabled phone numbers --

Reminder: 18 Hours Before

Alert Options: Cancellations/Postponements/Changes

 Update Settings