

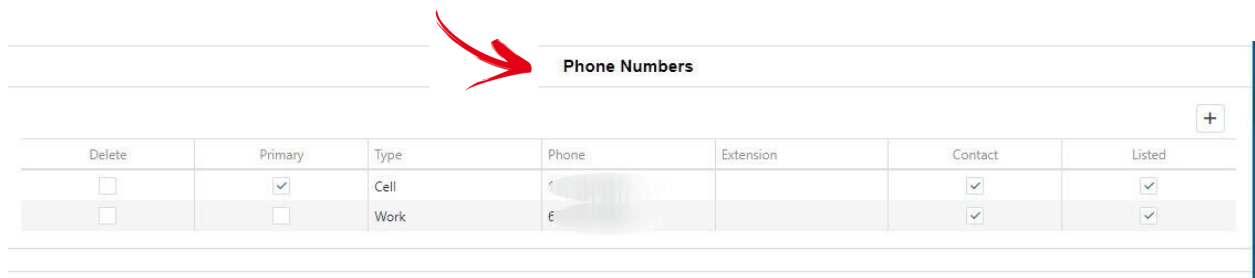
Parents: updating your cell phone number in ParentVUE

ParentVUE online

- Log into [ParentVUE](#). Click on my account:



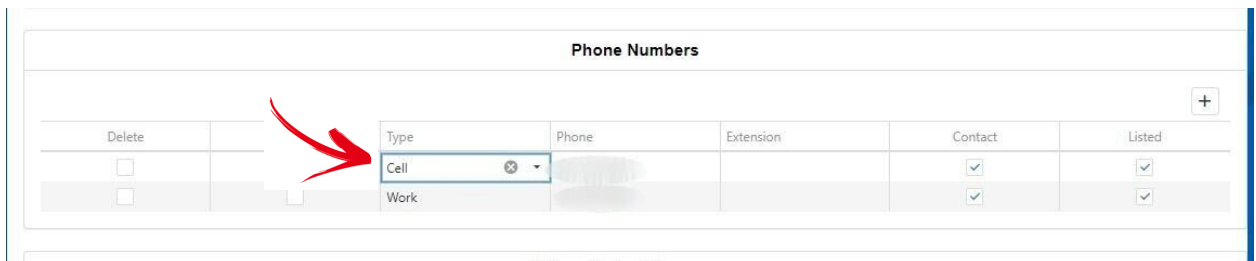
- Scroll down to the “Phone Numbers” section:



- Click a phone number to edit (a blue box will show on the field you are editing):



- Click on phone type to edit if necessary:



- Be sure the contact button is checked:

Numbers

	Extension	Contact	List
		<input checked="" type="checkbox"/>	<input type="checkbox"/>
		<input checked="" type="checkbox"/>	<input type="checkbox"/>

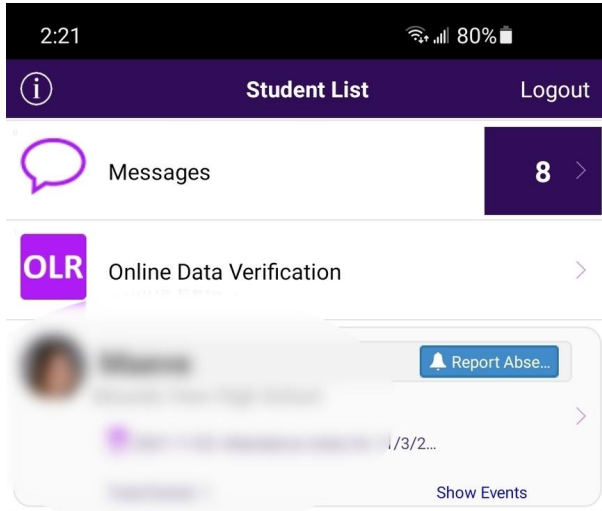
- Scroll to the top and click the “Update Account” button:

Account Detail and Options

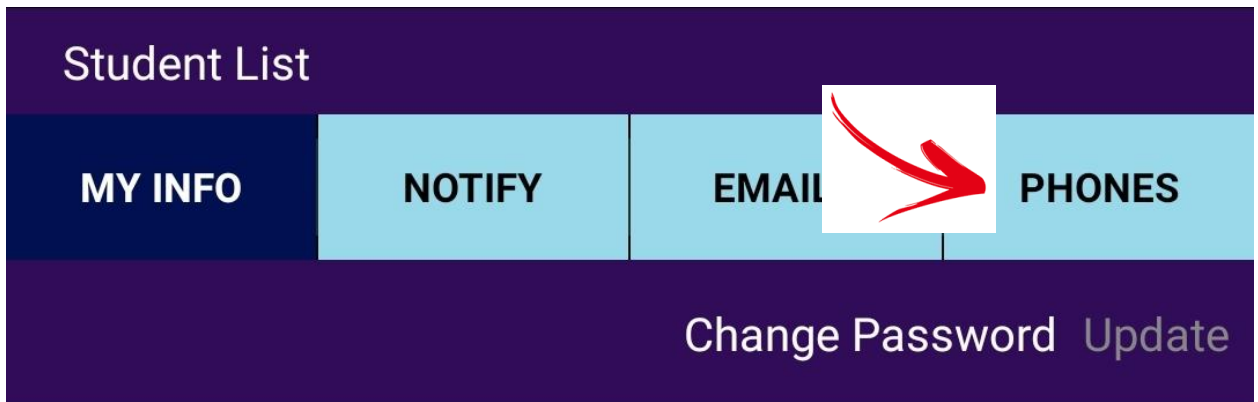
- And that’s it! The cell number will sync with the district’s messaging system within 24 hours, and you will receive emergency communications via phone and text from that point forward.

ParentVUE app

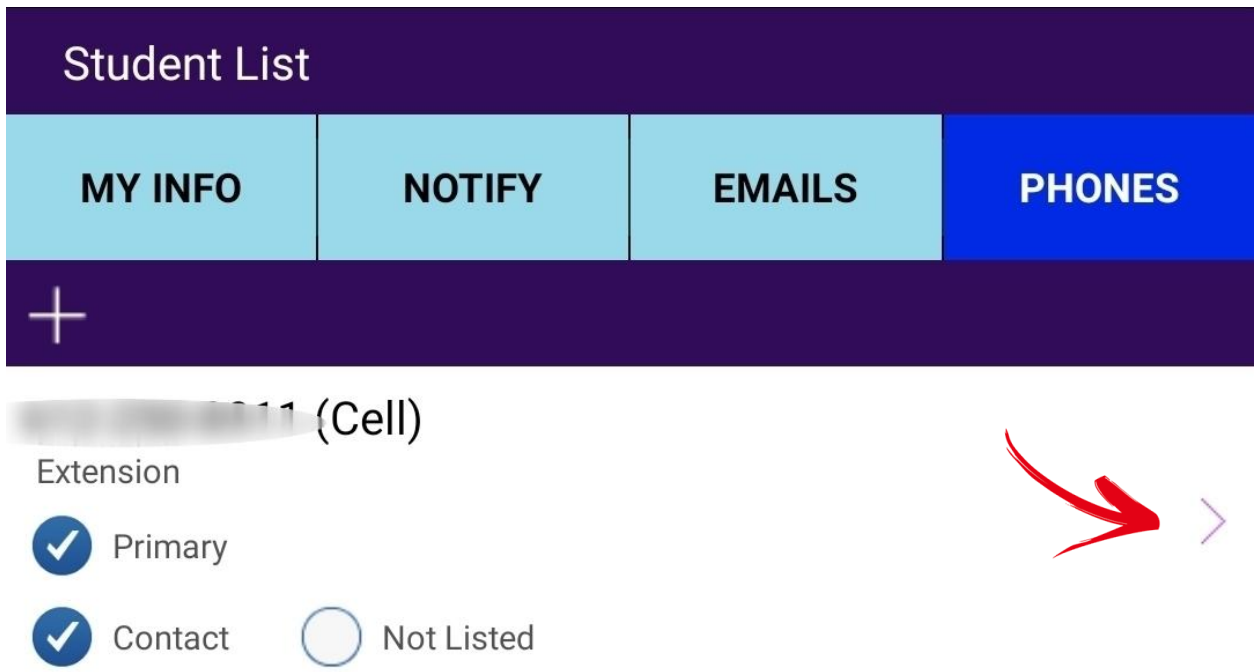
- Open the ParentVUE app and click “My Account” in the lower right corner:



- On the next screen, touch “Phones”



- Click the arrow button next to the phone number you want to edit:



- Edit the number as needed, and check the primary box if this is the main number you want to use, and make sure the contact box is checked as well:

2:24 79%

Update **Delete**

Phone:

Extension:

Type:

Primary

Not Listed

Contact

- Touch the “Update” button in the lower right corner:

Cancel **Update**

- And that’s it! The cell number will sync with the district’s messaging system within 24 hours, and you will receive emergency communications via phone and text from that point forward.