

How to set up Weekly or Daily Notifications on Harmony Family Access



1. Sign into [Harmony Family Access](#)
2. Select the student and scroll down until you locate "My Notification Profile"
3. Select desired notifications about Attendance, Grades, and Discipline

A screenshot of the notification options form in Harmony Family Access. The form is divided into three sections: Attendance options, Grade options, and Discipline options. Each section contains several checkboxes and a dropdown menu. The "Attendance options" section has three checkboxes: "notify me of unexcused absences", "notify me of excused absences", and "notify me of tardies". The "Grade options" section has a checkbox for "notify me of grades less than" followed by a dropdown menu showing the letter "A" and the text "(select a letter grade)". Below the dropdown is a small note: "you will receive a notice of the overall grade for a subject, not each assignment". There is also a checkbox for "send me a weekly progress report". The "Discipline options" section has a checkbox for "notify me of discipline entries".

Attendance options

- notify me of unexcused absences
- notify me of excused absences
- notify me of tardies

Grade options

- notify me of grades less than

A (select a letter grade)

you will receive a notice of the overall grade for a subject, not each assignment

- send me a weekly progress report

Discipline options

- notify me of discipline entries

4. Under "Notification Options" you can select if you want to be notified via email and/or text
5. Select whether you want "daily" or "weekly" notifications on attendance, grades, and discipline