

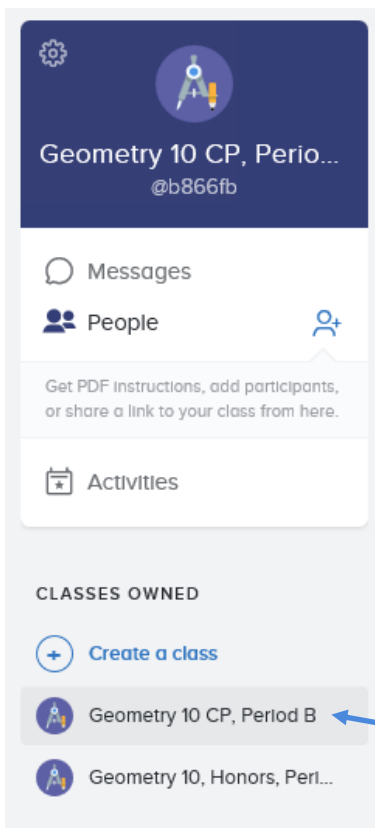
# King Philip Regional High School Remind App Information Teachers Guide

Guide created by the King Philip Student Tech Help Desk (ext. 401)

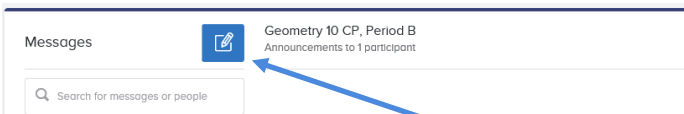


## Sending Remind Announcements

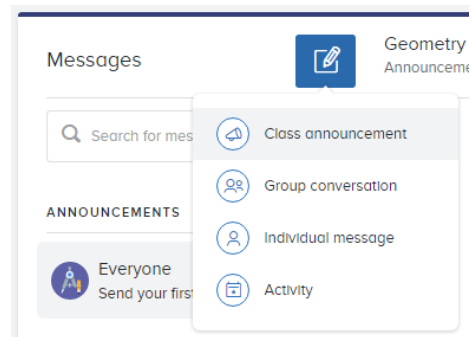
**Step 1:** Navigate to the sidebar of your Remind App profile:



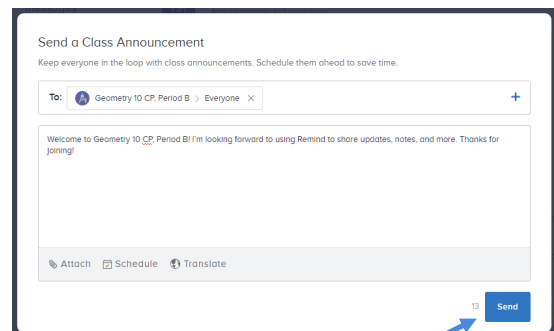
**Step 2:** Click on the blue “pencil on paper” button as seen below:



**Step 3:** Click “Class Announcement”:



**Step 4:** Type out your message and press “send”.

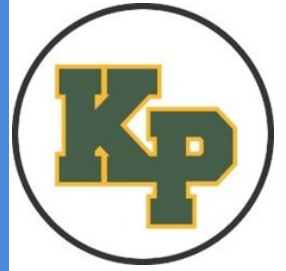


You just sent your first Remind announcement to anyone who is part of your class!

Now your students will get a reminder through their SMS service letting them know about the upcoming Homework in your class.

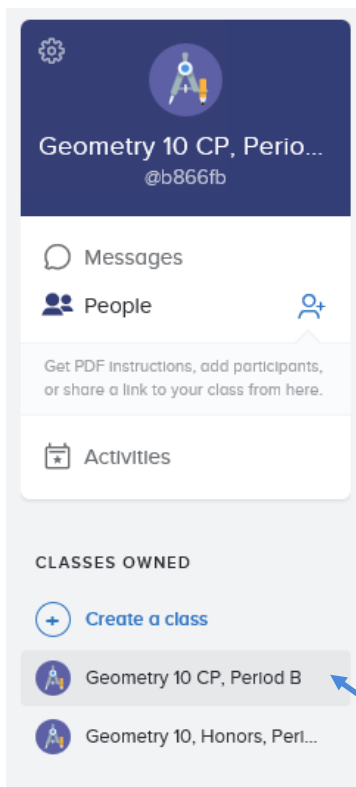
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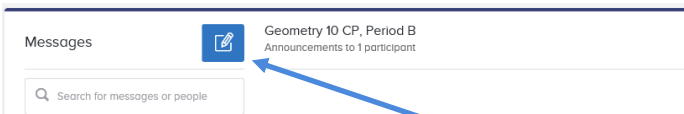


## Sending Remind Private Messages

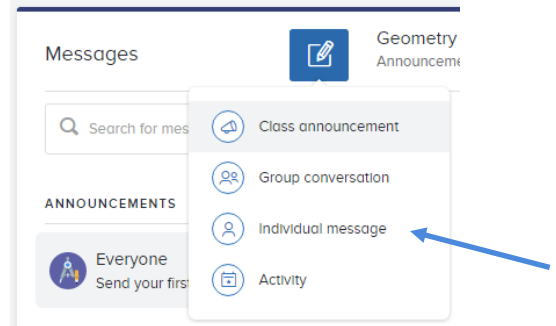
**Step 1:** Navigate to the sidebar of your Remind App profile:



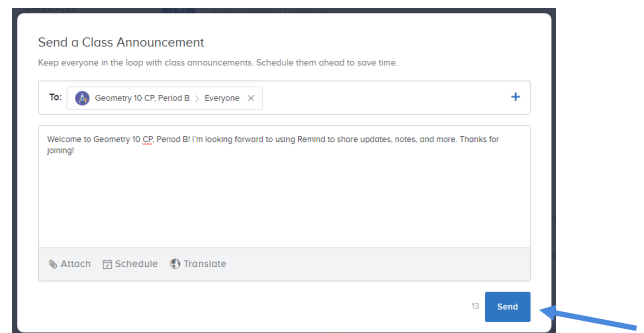
**Step 2:** Click on the blue “pencil on paper” button as seen below:



**Step 3:** Click “Class Announcement”:



**Step 4:** Type out your message and press “send”.



**Message Sent!**

You just sent your first Remind message!

Now your students will be able to communicate with you directly in order to ask about important homework assignments.