

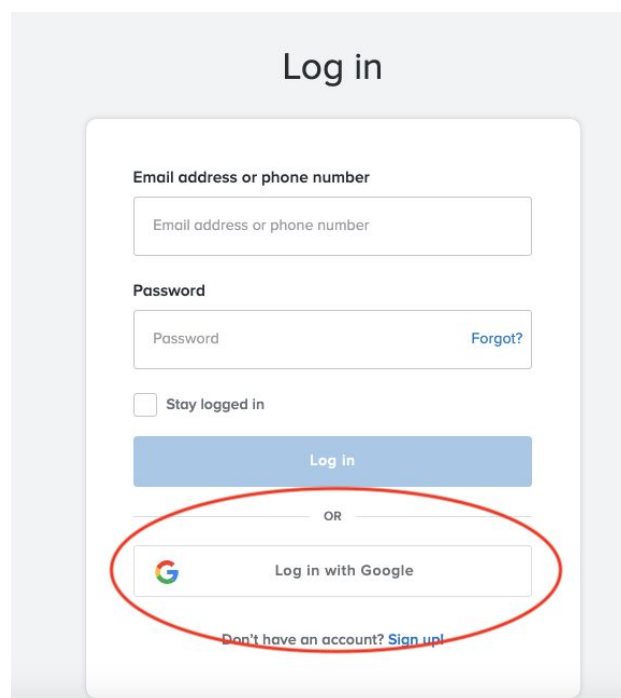
How to Login to my Remind Account

Everett Public Schools

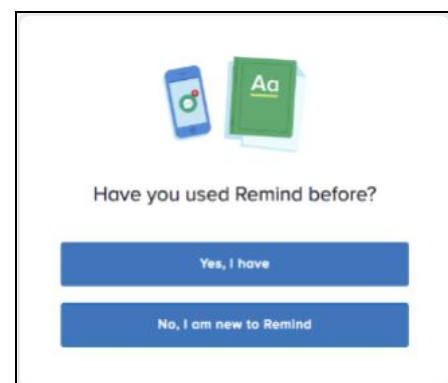
Everett is now on the Remind Plan. With your district account you will now have rostered classes that will be updated nightly.

Step 1: Navigate to https://www.remind.com/log_in

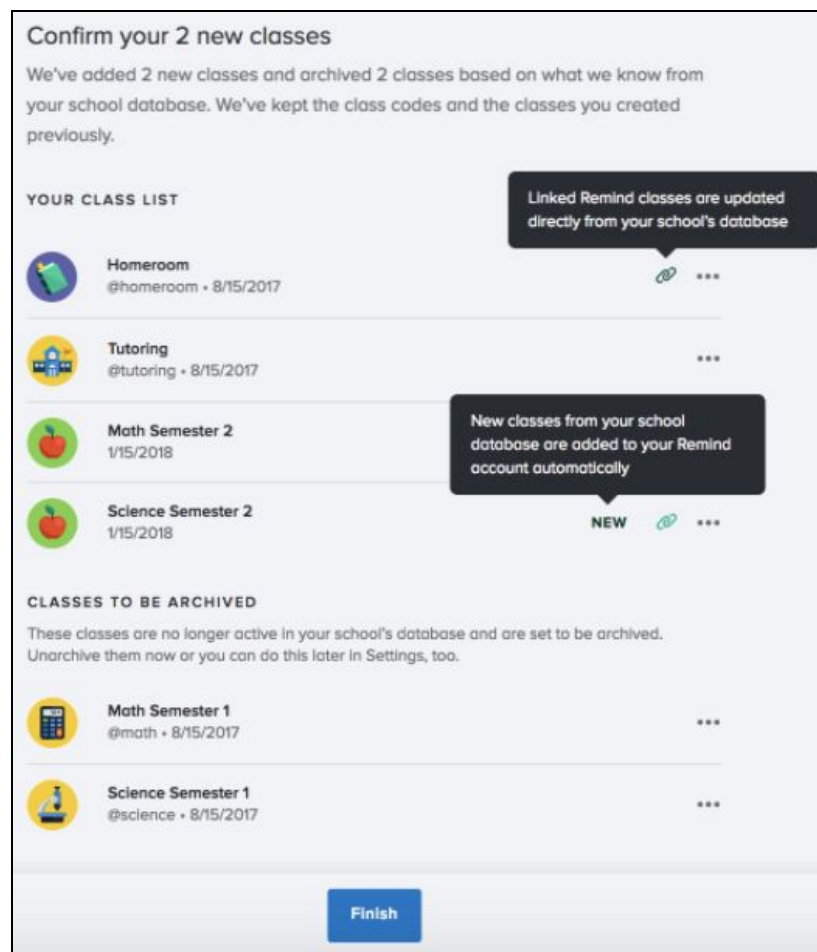
Step 2: Select “Login with Google” (Google SSO)



Step 3: Combine your rostered account (district email) with existing accounts (any other existing Remind accounts with other emails or phone numbers). If you've used Remind before, select “Yes, I have.” You will then be prompted to enter your existing account credentials. Remind will link your existing Remind account with the one your school created. Existing classes will not be impacted. For more information on how to merge your accounts see [here](#).



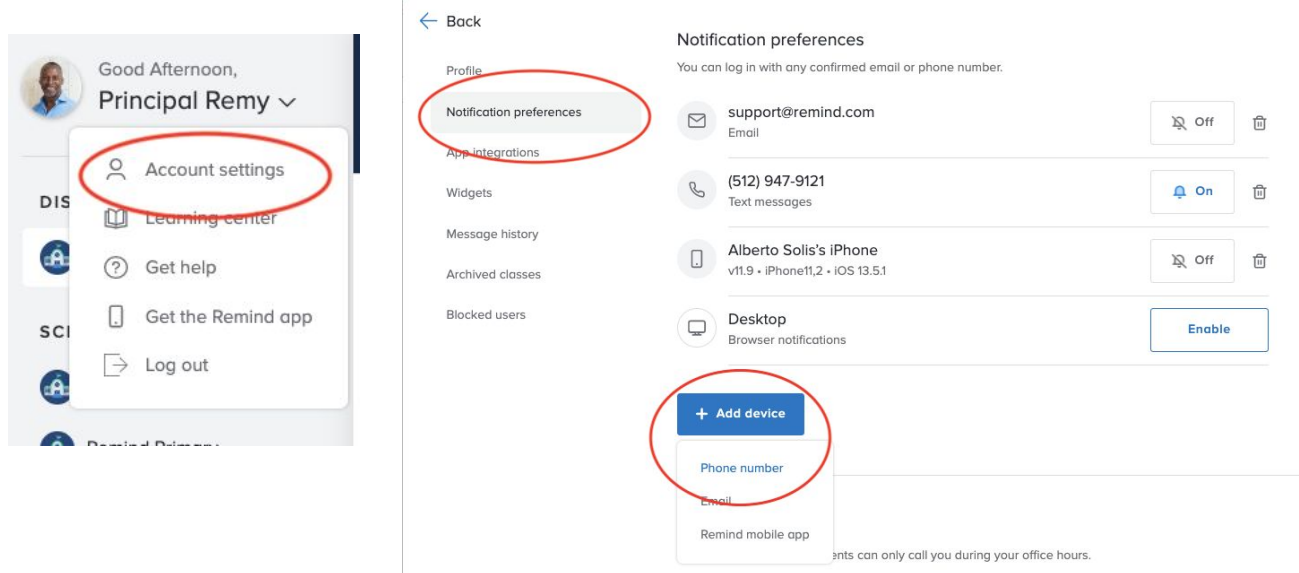
Step 4: Claim your classes to complete to complete your account. Review your class list and click “Finish” to add those classes to your account and complete the set up. The classes will be added to your account without affecting any existing classes in your account.



Step 5: Update your account. [Archive](#) any classes you will not use this school year by clicking on the settings for that class. Through archiving, you can remove and hide classes that you plan to no longer use from your Owned class list. The class messages and participants will also be archived, and you can choose to reuse the same class code and settings for another group of participants. You have the ability to view and unarchive a class anytime you want to make it active again.

Step 6: Add your phone number to utilize Remind Voice Calls. On the Remind web instance, open your *Account Settings* by clicking on the arrow by your name in the top left. In *Account*

Settings, select *Notification Preferences*. Click on the *Add Device* blue button and select *Phone Number*. Remind will send a confirmation code to your phone, enter this code in Remind and your phone will now be connected. **If you have any issues adding your number please reach out to Remind support [here](#).**



Step 7: If you would like to use the Remind app, type in your phone number [here](#) and you'll receive a text message with a link to download the app. Then login with your district email address. If you already had the app, log out, and log in again with your district email.

Remind Channel	How to log in	What can I do?
Website	Via My Backpack	Send and receive Remind messages in the web message inbox Initiate voice calls
Remind Calls	In the web version or Remind app add your phone number under notification preferences	Receive Remind messages as SMS texts Remind calls are connected through your phone (<i>but your number is never shared</i>)
Remind App	Download from the App or Android (free) and login with your APS email	Send and receive Remind in app messages Initiate voice calls

