Managing Contact Preferences

Text Alert/Email Contact Preferences in Infinite Campus

The Brookfield R-III School District will be moving from the old text alert system to the new one built into Infinite Campus. With that change there are contact preferences that can be set based on the "type" of messages you want to receive.

Most of these options were identified during Online Registration, however if changes are needed to be made, those contact preferences can be found on each account in Infinite Campus.

Text alerts from Infinite Campus will come from the phone number: 822-90

If you have a family member that wants to see the text alerts, please have them follow the Brookfield R-III School District Page by going here:

Click Here

Messaging Contact Preferences

Step 1: Login into the Parent Portal and Locate the "Person" in the top right corner of your screen/app.

Home Calendar	Welcome to Campus Parent! There is no data to display for this tool because you do not have a student with an active enrollment in this district. Please contact the district for more information. Click below if you wish to log in to Campus Student instead.
Message Center More	Log in to Campus Student

Step 2: Click "Settings" in the drop down menu.



Step 3: Click "Contact Preferences."

Settings	
Notification Settings	>
Account Settings	>
Contact Preferences	>
Current Devices	>
Access Log	>

Step 4: Scroll down until you see the following options:

Phone Email		
	VOICE	TEXT (SMS)
Priority		
Attendance		
General		
Behavior Messenger		
Emergency		
Food Service		
	VOICE	TEXT (SMS)
Priority		
Attendance		
General		
Behavior Messenger		\checkmark
Emergency		\checkmark
Food Service		

For each phone number the school has on record such as a cell phone or a home phone number, you will see the options listed to receive text messages. Please mark "General" to get general text alerts from the school district. It is recommend to turn on all text alerts for all types of messages.

Note that there is a "Phone" tab and an "Email" tab. Both are different contact preferences that need to be made.

Email:

Phone Email

	EMAIL
Priority	
Attendance	
General	
Teacher	
Behavior Messenger	
Emergency	
Food Service	
	EMAIL
Priority	
Attendance	
Attendance General	
Attendance General Teacher	
Attendance General Teacher Behavior Messenger	
Attendance General Teacher Behavior Messenger Emergency	

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