

- KELLY WINSLO
- Student Infor
- Instruction
  - Attendance
  - Assignme
  - Grade Bo**
  - Grading E
  - Grading E
  - Daily Plan
  - Roster
  - Student C
  - Class Ser
  - Newslette
  - Teacher C
- Admin
- Messenger
- Reports
- Census


- Student Information
- Instruction
  - Attendance
  - Assignments
  - Grade Book**
  - Grading By Task
  - Grading By Student
  - Daily Planner
  - Roster
  - Student Groups
  - Class Serve
  - Newsletter
  - Teacher Course Reque
- Admin
- Messenger
  - Failing Grades
  - Missing Assignmen
  - Teacher Messages
- Reports

## Missing Assignments Messenger Notifications

This wizard walks you through the process of creating missing assignment notifications to be delivered to student guardians.

Only assignments that have been marked as missing will generate notices. By default, notices will not be duplicated by running this wizard multiple times, after sending notices messenger records that it has communicated each missing assignment. To change this behavior select "Allow Repeat Messages".

Message Preview

Template: <default> 

Your student [student.firstName] has the following missing assignments.  
[missingMessenger.assignments.LIST]

[missingMessenger.teacherComments]

Please sign into your school's parent portal at [missingMessenger.portalURL] to find more information.

Teacher Comments

[Preview Notices ->](#)

**Delivery Devices**

Inbox  Email

**Duplicate Message Filtering**

Allow Repeat Messages

**Select Students**

Toggle Students

**Select Assignments**

Select Assignments

Preview Notices ->

#### Delivery Devices

- Inbox  Email

#### Duplicate Message Filtering

- Allow Repeat Messages

#### Select Students

- Toggle Students

- Babineau, Garrett B #17844
- Barr, Molly K #17715
- Beaulieu, Caitlyn A #17718
- Brown, Nathan W #1318580010
- Caron, Cameron E #17731
- Choiniere, Cameron #18565
- Cobb, Gina M #1218580014
- Edwards, Holden L #1218580003
- Edwards, Lauren E #17749
- Garand, Olivia F #17759
- Gilbert, Kate E #17763
- Guerrette, Jacob B #17852
- Hodge, Anthony #18492
- Johnston, Phoebe D #1112510005
- Lambert, Noah F #17786
- Leavitt, Zebulun C #18363
- Mallory, Erica L #17863
- Meyers, Jonathan C #17800
- O'Neil, Tommi K #17870


#### Select Assignments


- Select Assignments


#### Term Q1


- Final Grade


- Quarter Grade


-  Miscellaneous

-  Questionnaire

-  Conversation

-  Days and Months Chart

-  Quizzes

-  Alphabet Quiz

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Message Preview

Template: <default>

Your student [student.firstName] has the following missing assignments.  
[missingMessenger.assignments.LIST]

[missingMessenger.teacherComments]

Please sign into your school's parent portal at [\[missingMessenger.portalURL\]](#) to find more information.

### Teacher Comments

Your child is missing this assignment for French. I would appreciate it if you would remind your child about it. He/She should see me if there are any questions.

Thank you for your time and support.

-Kelly M. Winslow

kellyw@gorhamschools.org  
222-1223

Preview Notices ->

## Message Preview

Select Review Recipients to view the people and devices this message is being sent to.  
Select Send Message deliver this message.

Subject: Missing Assignment (MS140-6)

Body: Your student [student.firstName] has the following missing assignments.  
[missingMessenger.assignments.LIST]

Your child is missing this assignment for French. I would appreciate it if you would remind your child about it. He/She should see me if there are any questions. Thank you for your time and support. -Kelly M. Winslow kellyw@gorhamschools.org 222-1223

Please sign into your school's parent portal at <https://campus.gorhamschools.org/campus/portal/gorham.jsp> to find more information.

Recipient Count: 14

Phone Count: 0 (Phone delivery was not selected)

Email Count: 9

Review Recipients

Send Message ->

## Review Recipients

Uncheck the boxes next to recipients or devices to prevent those from receiving the message. All selected recipients will receive the message through parent portal, even when no email address or phone is enabled.

Select Save Recipients when completed to save changes and return to the Message Preview.  
Select Cancel to return to the Message Preview without saving.

[Sort By Student Name](#)

Count	<input checked="" type="checkbox"/>	Recipient Name	Student Name	Preview
1	<input checked="" type="checkbox"/>	Babineau, Emily	Babineau, Garrett	
	<input checked="" type="checkbox"/>	ebabineau@maine.rr.com		
2	<input checked="" type="checkbox"/>	Babineau, Kevin	Babineau, Garrett	
	<input checked="" type="checkbox"/>	wicked839@maine.rr.com		
3	<input checked="" type="checkbox"/>	Beaulieu, Kari	Beaulieu, Caitlyn	
	<input checked="" type="checkbox"/>	kari-beaulieu@maine.rr.com		
4	<input checked="" type="checkbox"/>	Choiniere, Paul	Choiniere, Cameron	
	<input checked="" type="checkbox"/>	maxv12@masn.com		
5	<input checked="" type="checkbox"/>	Choiniere, Wendi	Choiniere, Cameron	
	<input checked="" type="checkbox"/>	wendiwaters1@msn.com		
6	<input checked="" type="checkbox"/>	Cobb, Dennis	Cobb, Gina	
7	<input checked="" type="checkbox"/>	Cobb, Lucy	Cobb, Gina	
8	<input checked="" type="checkbox"/>	Edwards, Beth	Edwards, Lauren	
	<input checked="" type="checkbox"/>	b.edwards.k@gmail.com		
9	<input checked="" type="checkbox"/>	Edwards, Jonathan	Edwards, Lauren	
10	<input checked="" type="checkbox"/>	Hodge, Christina	Hodge, Anthony	
	<input checked="" type="checkbox"/>	CHodge@disabilityrms.com		

## Message Recipient Preview

Recipient Name: Babineau, Emily  
Device (1): ebabineau@maine.rr.com  
Message Body:

Your student Garrett has the following missing assignments.

- French 7 -- Days and Months Chart

Your child is missing this assignment for French. I would appreciate it if you would remind your child about it. He/She should see me if there are any questions. Thank you for your time and support. -Kelly M. Winslow  
kellyw@gorhamschools.org 222-1223

Please sign into your school's parent portal at <https://campus.gorhamschools.org/campus/portal/gorham.jsp> to find more information.

Close

## Message Sent

To review a sent message and view a message delivery report go to the Sent Messages tool.

### Message Successfully Sent

Recipient Count:	14
Phone Count:	0
Email Count:	9