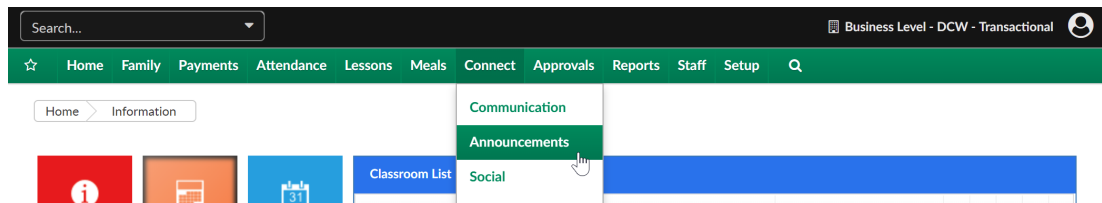


# Connect > Announcements

Last Modified on 03/26/2021 8:20 am EDT

The Announcements section from the Connect menu will allow admin/staff users to enter announcements to the parent portal, staff portal or to the admin side of the site. From the Connect menu select announcements-



To add a new announcement complete fields on the Announcement page. The available fields are below-

- From Date- date the announcement should begin to display
- To Date- date the announcement should stop displaying
- Picture- select Browse to find a photo to upload to the announcement
- Type
  - General- this type of announcement will display on the parent portal to families (family.daycareworks.com/connect.schoolcareworks.com)
  - Teacher/Vendor- this type of announcement will display on the teacher/vendor portal (family.daycareworks.com/connect.schoolcareworks.com)
  - Internal- this type of announcement will display on the admin side (daycareworks.com/schoolcareworks.com)
- Priority- this will decide where the announcement will display 1 (Low)- will display below a 5 (High)
- Classroom- leave field set to N/A if the announcement should display to everyone, if the announcement should display to families associated to a specific classroom- select a classroom
- Category- leave field set to N/A if the announcement should display to everyone, if the announcement should display to families associated to a specific category- select a category
- Semester- leave field set to N/A if the announcement should display to everyone, if the announcement should display to families associated to a specific semester- select a semester
- Title- add a title that should display (a subject)
- Announcement- add the text that should display- specific detail, this can include images, links and extra detail




Title \*  
Welcome Back!!

Announcement:

Source | Insert | Undo | Redo | Cut | Paste | Copy | Paste as Plain Text | Paste as Plain Text and Keep Source | Bold | Italic | Underline | Text Color | Background Color | Bulleted List | Numbered List | Indent Left | Indent Right | Decrease Indent | Increase Indent | Quote | Unquote | Link | Unlink | Table | Text to Speech | Undo | Redo | Help

Styles | Format | Font | Size | A- | A+ | ?




**Welcome Back!!**

Update  Delete

A preview of the announcements in the system will display in the Current Announcements section.

Current Announcements

09/19/2017  
Welcome Back!!



**Welcome Back!!**

Our staff and administrators are excited to welcome your family back for what will be another great school year!

**Get started right with enrolling your children in afterschool childcare, enrichment activities and more.**

Be sure you have reviewed all of your family's information on the personal tab and have updated your autopay method so care will not be interrupted.

Have questions or concerns? Call the office at 999-999-9999 or send an email to help@cirrusgroup.com