How to Update Your Contact Preferences in JeffcoConnect

Log in to your PARENT JeffcoConnect account - [https://jeffcoconnect.jeffco.k12.co.us/](https://jeffcoconnect.jeffco.k12.co.us/):

Once logged in, you will arrive at this screen. Click on student name:
Once you click on a student's name, you will be taken to this student's Summary Details page. Click on Contacts in the menu on the left.

You will be taken to the Contacts list for this student. Click on Edit next to your name. (You can ONLY change your own.)
You will then be taken to the individual contact details page. Click on the Notification Preferences tab.

You are now at your customizable Notification Preferences page. You can set up all the options as you wish. Here is an example, with a few notes to keep in mind.