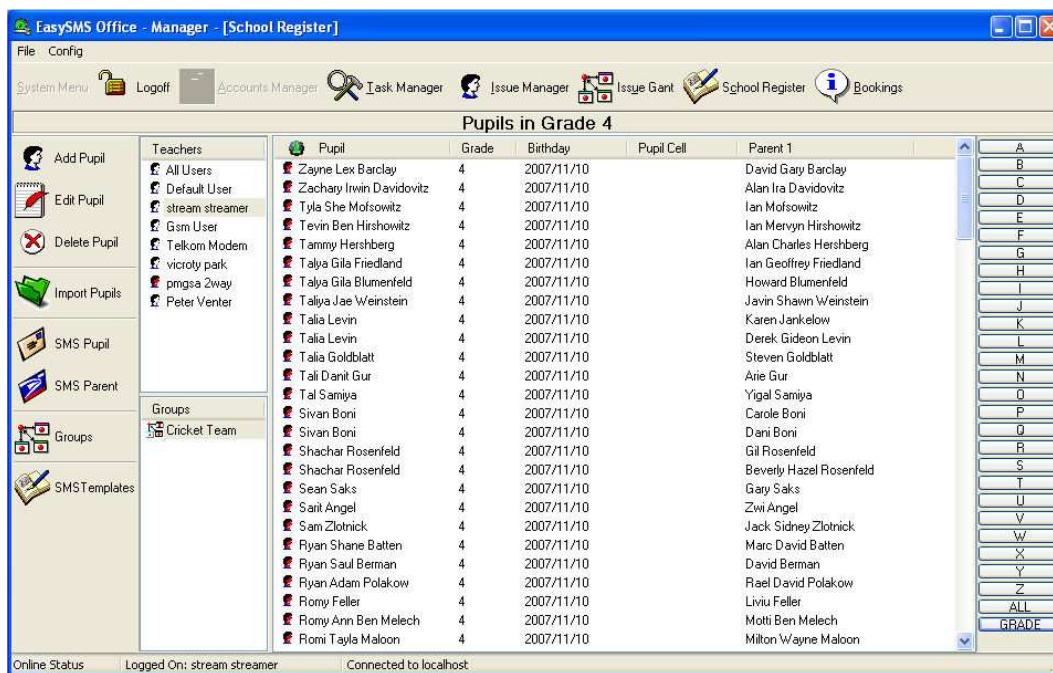


EasySMS Office School Register

The EasySMS Office system provides a complete sms solution for companies wishing to deploy an integrated multi-user sms system. The software is deployed as an SMS Server attached to multiple networked Clients.

One of the advanced features of the EasySMS Office is the school register system that provides for the creation of a link between parents and pupils. This then allows the user to select groups of pupils (by grade, team or activity) and then choose to either sms the pupils or parents.

The School Register is included in the EasySMS Office Manager Application as shown below.



In order to utilise the School register, the parents should be entered or imported into the standard EasySMS Office contacts list. It is recommended that the Info field is set to Parent. The pupils can then be added and linked to the parents as shown on the following page:

Alternatively, by utilising the import function, pupils can be imported from a CSV file. An example for the required format is shown below.

```
Last Name,First Name,Mobile Phone,Grade,Birthday,P1 Last Name,P1 First Name,P2 Last Name,P2 First Name
Abrahamson,Arielle Robyn,,7,,Said,Heidi Andrea,Said,Heidi Andrea
Abrams,Kayla Sherilee,,6,,Abrams,Hilton Mark,Abrams,Desre
```

Note that the first line is a required header line, P1 stands for parent 1 (normally father) and P2 stands for parent 2 (normally mother)

When pupils are added or imported, they will also be automatically added to the EasySMS Office contacts database. The info field is set to 'Pupil'.

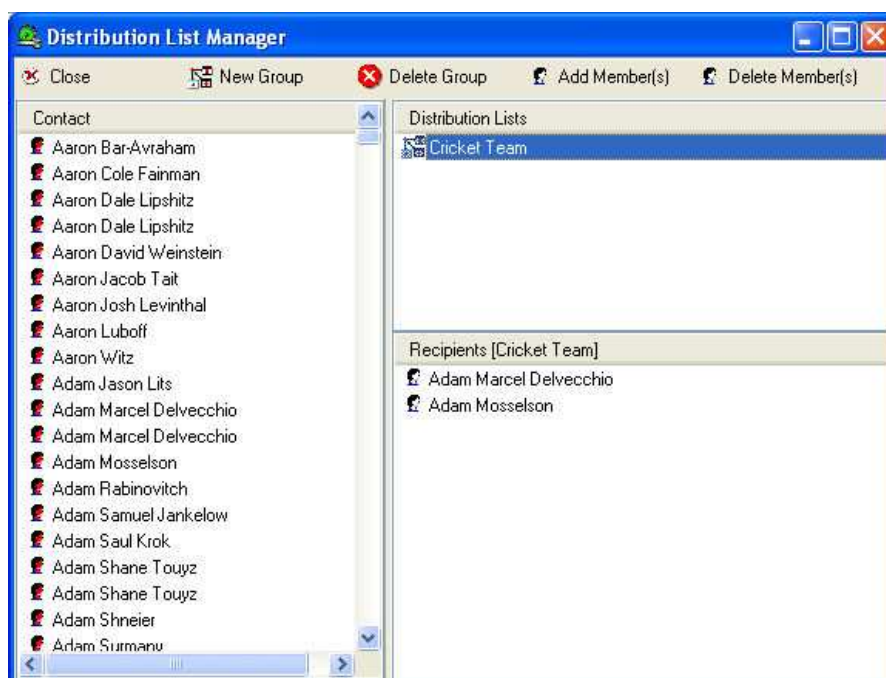
Pupils grade, birthday, parents and birthday sms recipients can be specified as shown below.



The 'Add Pupil' dialog box contains the following fields and options:

- First Name:** Tyla She
- Last Name:** Mofsowitz
- Grade:** 4
- Cell Number:** (empty)
- Birthday:** A calendar for November 2007 with the 10th selected.
- Parent 1:** Ian Mofsowitz (checked for SMS)
- Parent 2:** Candice Sharene Mofsowitz (unchecked for SMS)
- Additional:**
 - Enable Pupil Birthday SMS:
 - SMS Birthday to parents:

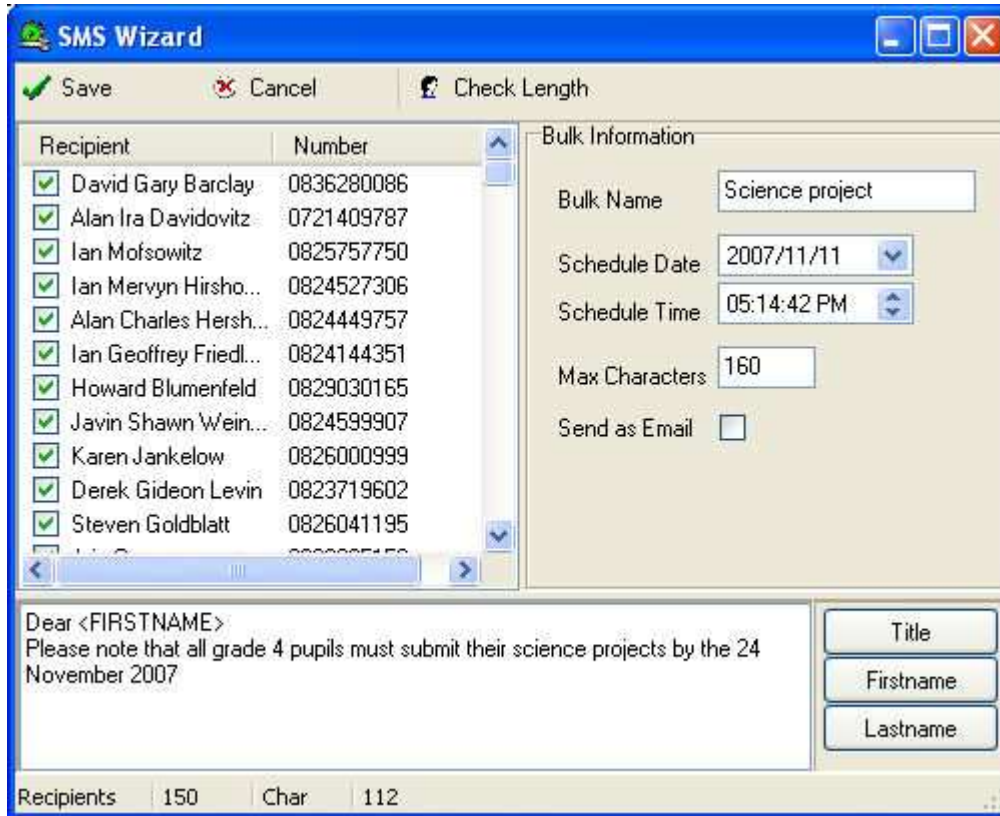
Groups for activities and sporting teams etc may be configured. These groups can then be utilised for sms targeting.



The 'Distribution List Manager' dialog box shows a list of contacts and a selected distribution list:

- Contact List:** Aaron Bar-Avraham, Aaron Cole Fairman, Aaron Dale Lipshitz, Aaron Dale Lipshitz, Aaron David Weinstein, Aaron Jacob Tait, Aaron Josh Levinthal, Aaron Luboff, Aaron Witz, Adam Jason Lits, Adam Marcel Delvecchio, Adam Marcel Delvecchio, Adam Mosselson, Adam Rabinovitch, Adam Samuel Jankelow, Adam Saul Krok, Adam Shane Touyz, Adam Shane Touyz, Adam Shneier, Adam Surmanu.
- Distribution Lists:** Cricket Team (selected)
- Recipients [Cricket Team]:** Adam Marcel Delvecchio, Adam Mosselson.

Once a group or grade of pupils is selected, the user can then either sms the pupils or parents.



Creating a School Register Bulk SMS will create a normal EasySMS Office scheduled bulk SMS.