
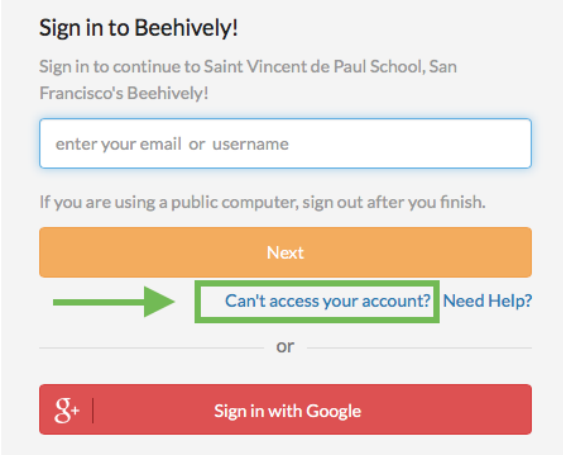
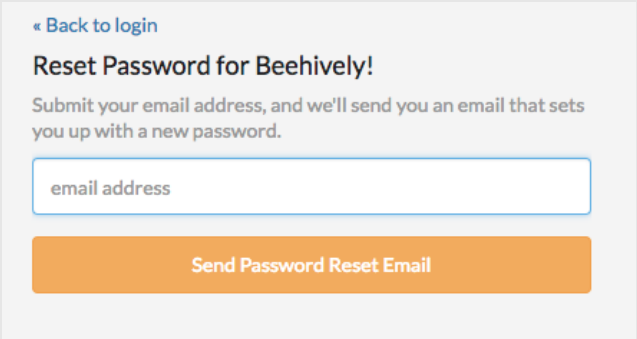


Accessing your new Beehively account

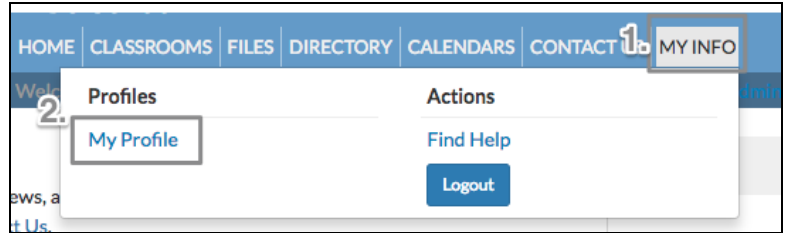
<p>Step 1</p>	<p>Visit www.svdpsf.com. Click “Beehively Login” located in the upper right hand corner.</p> 
<p>Step 2</p>	<p>From the Sign in screen, select “Can’t access your account?” to set your Beehively password.</p> 
<p>Step 2</p>	<p>Enter the email address you currently use with SchoolSpeak and click “Send Password Reset Email”.</p> <p>If your email address is not recognized, please contact the school at: techsupport@svdpsf.com.</p> <div data-bbox="310 1486 786 1591" style="border: 1px solid #ccc; padding: 5px; background-color: #f8d7da;"> <p>Your registration doesn't exist or your registration isn't approved yet.</p> </div> 
<p>Step 3</p>	<p>From the Password Reset email, click the link provided to set your password. Please note that passwords must have a minimum of 8 characters.</p>
<p>Step 4</p>	<p>Once you select a password, please sign in and click My Info from the top right corner to review and/or update your account information and settings. Be sure to click the tabs (Personal Detail, Personal Information, Set Password) to review all the fields and click Save at the bottom of the page.</p>

Understanding Your Parent Profile

Beehively allows parents to control how often they receive notifications as well as what information is included in the public directory. Please follow the steps below to confirm your settings.

Step One: Log into your Beehively Account

Step Two: Select “My Profile” from the “My Info” tab. Note that you will be able to see your profile as well as the profile of any children attached to your account. If you have a spouse they will need to log in and adjust their own account.



Step Three: Adjust your account settings following the notations below.

1. Communication Settings: Here you can choose if you would like to receive classroom email, homework email, or grade notifications. *Please note that grade alert emails are sent daily for any grade below your desired selection.*

2. Directory Settings: Here you can choose to hide or show your email and home address in the public directory. This is a directory that any member of the school is able to see and download.

3. Contact Details: Here you can choose if you would like a phone number listed in the directory, as well as a second email. The directory allows one phone number *per parent*.

4. Voice/Text Numbers: Parents should add a number that they can be sent a text, as well as receive a call in the event of an urgent alert. Parents can enter two voice numbers and two text numbers, this allows for messages to be delivered to home, cell, and/or work easily. These numbers will not be printed in the directory and are for school use only.

Step Four: Ensure your account is connected to your student(s).

1. Your student(s) should be listed on the left side of your profile page. If you are missing a student, please contact the school office to have them added to your profile.
2. Click through your student’s tabs, updating information as needed to ensure it’s current. You may update this information at any time.