

# Instructions to configure Bus Planner Notifications for Other Stakeholders

## E-mail Subscription to Route Delays

The first step is to log into the **Parent Portal** (if you do not have an account you will need to create one – this is not the same account that is used in the Bus Planner Professional Portal) at <https://geoquery.npssts.ca/Login?ReturnUrl=%2FSubscriptions%2FChildTransportInfo>

**Nipissing - Parry Sound**

Home School Information Which School do I Attend? Can I Ride a Bus? Log In

### Log In

Email

Password

Remember me

[Log In](#) [Forgot Your Password?](#)  
[Create Account](#)

Efforts are made to ensure this information is accurate and up-to-date. Should there be any discrepancy, the transportation office has the final word. Georef & BusPlanner Web are registered trademarks of Georef Systems Ltd.

School Year LIVE\_2022-2023 Language English (Canada)

About Contact Privacy Statement Parent Portal Professional Portal

Once logged in to the Parent Portal, click on “My Subscriptions”

**Nipissing - Parry Sound**

Home Public Parent senecalm@npssts.ca

### My Students

[Add Student](#) [My Students](#) [My Subscriptions](#)

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Powered by Georef BusPlanner

## **General Notices**

If you would like to receive General Notifications regarding The Cancellations of busses because of Inclement Weather, you will need to ensure your subscription “General Notices” is activated.

To view if your subscription is activated ensure that the box “Receive General Notices” is checked:

School

School	Remove
Alliance Public School	

[+ Add a School](#)

### General Notices

General Notices are alerts that are intended for all subscribers, not specific schools or routes.

Receive General Notices

[Save Changes](#)

[Update Subscriptions](#)

[Add Student](#)   [My Students](#)   [My Subscriptions](#)

School Year: LIVE\_2022-2023   Language: English (Canada)

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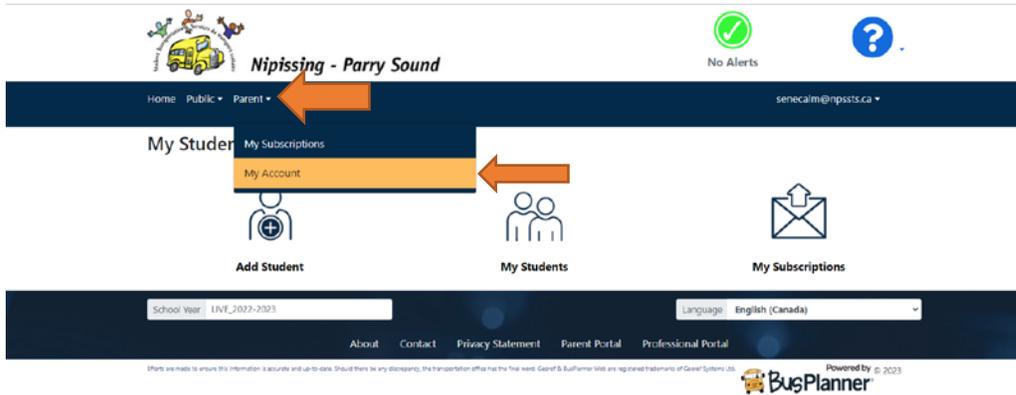
If the box is not checked, click on it to activate followed by clicking on “Save Changes”

That is it; you are now subscribed to receive Route Delays and Cancellations Notifications in your e-mail.

## Subscribing for text Messaging:

There is an option for you to receive these Alerts and Cancellations via your smartphone in a text format. To activate this option, log in to your account in Bus Planner Web in the Parent Portal.

Under the NPSSTS logo, click on Parent – followed by clicking on “My Account”



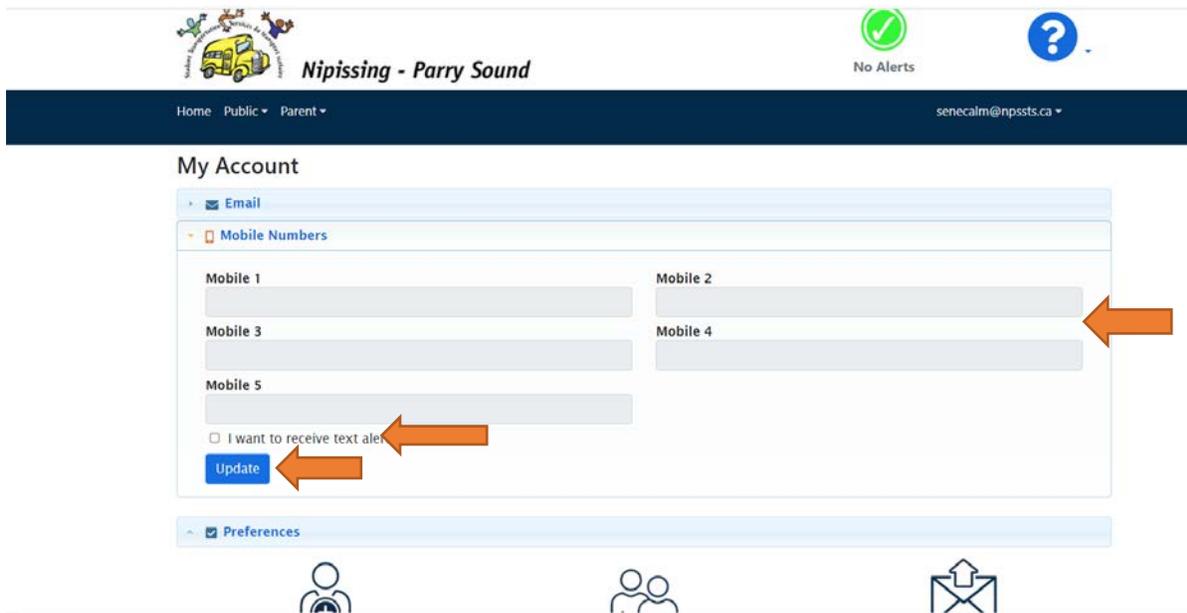
This will open your account details, which is separated into 3 categories:

Email

Mobile Numbers

Preferences

In order to subscribe to the Alerts and/or Cancellations click on the Mobile Numbers section to expand:



From here, you may enter multiple mobile telephone numbers and click “I want to receive text alerts” followed by clicking “Update” to activate the Notifications on your mobile(s).

**To be noted: The telephone number sending the texts will be 1-705-482-8899, ensure that you do not block that number.**

You are now subscribed to text messaging notifications.