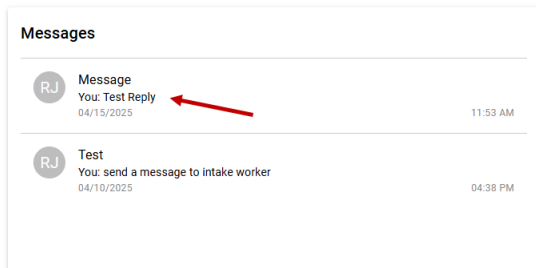


## FamilyCentral – Family Messages

- A** Click on the **Menu** icon.
- B** Select **Message Center**.
- C** You may view your messages on the **Messages** screen. A list of all messages will be displayed to the left of the screen. Click on a message to open the conversation.

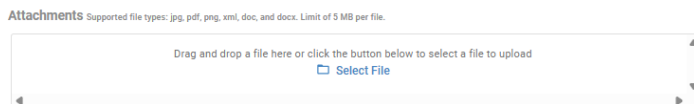


- D** To reply, type your message in the **Type a message** field.



- E** To attach a file click on the paperclip icon.

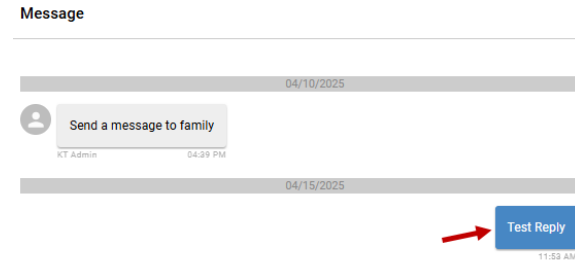
Click on the **Select File** link to search and upload the desired document or drag and drop the document into the box. Note: The types of documents supported are: jpg, pdf, png, xml, doc, docx, heic, and heif.



For more information, visit <https://edlinkinfo.com>, email us at [supportLA@kindersystems.com](mailto:supportLA@kindersystems.com) or call us at 1-888-829-9258.

- F** Press **Send**.

**Note:** The messages you send are displayed in blue.



- G** To create a new message, click on the pencil icon.



- H** Enter the **Subject** and the **Message**. Upload a file if needed, then press **Send**.

**Note:** The **To** field is populated by default and cannot be edited.

