

FAMILY ENGAGEMENT LAB

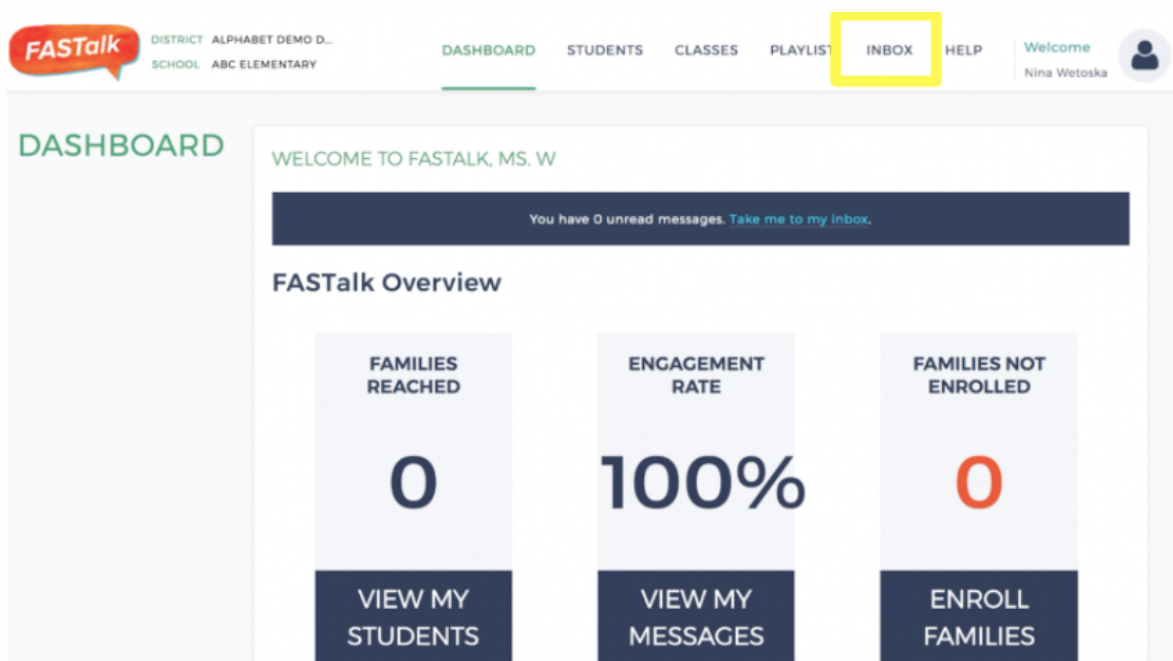
How-To: Send a Group Text Through FASTalk

FASTalk

Using the FASTalk group chat box, FASTalk teachers can send a personalized text message to multiple families — or the entire class — and it will be automatically translated into each parent/caregiver’s home language. A group text message is a quick and easy way to engage all families in an accessible way.

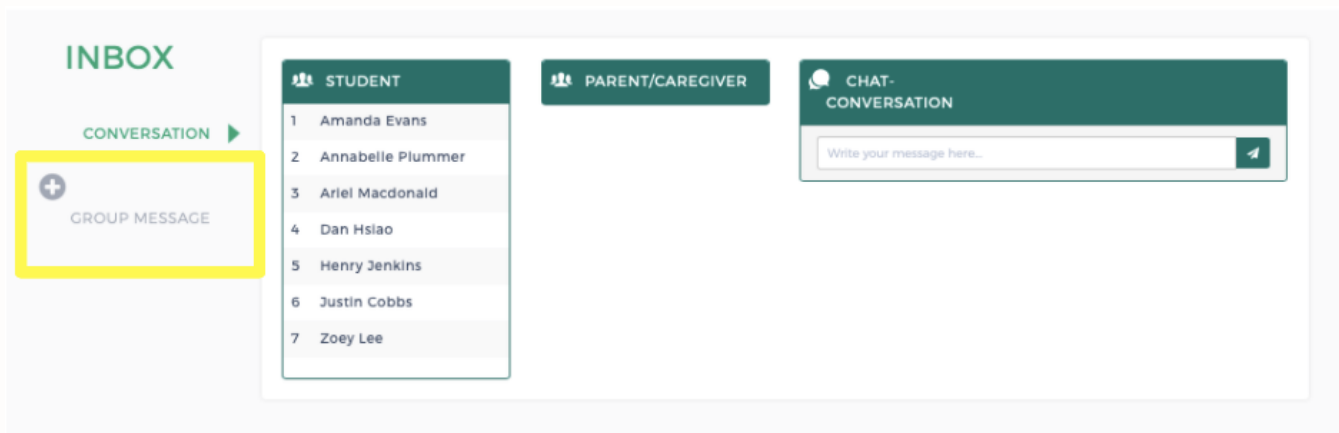
Step 1:

To send a group message to multiple students’ families or to the entire class, log into your FASTalk account on www.FASTalk.org, click on the **INBOX** tab.



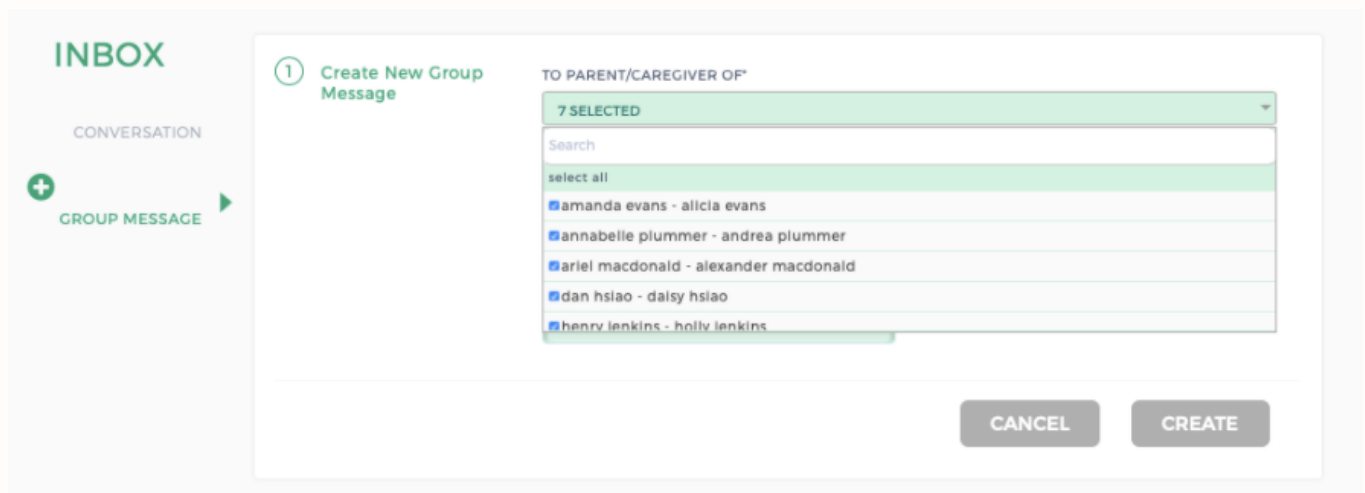
Step 2:

Click the **GROUP MESSAGE** button on the left hand side of the page.



Step 3:

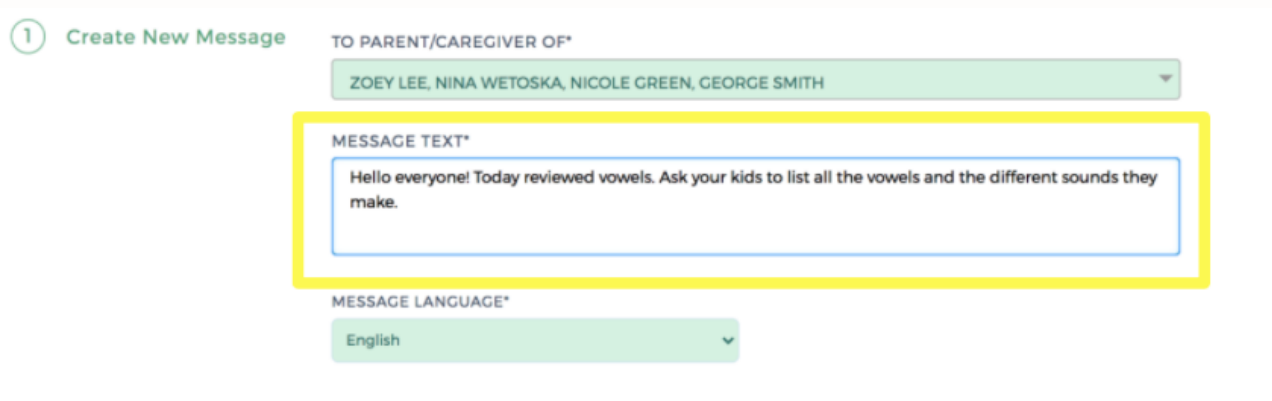
Next, in the dropdown under **TO PARENT/CAREGIVER OF**, mark the checkboxes next to the students’ families you want to include in the group message or click **SELECT ALL** to send a message to the entire class.



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Step 4:

Type your message content in the MESSAGE TEXT box.



1 Create New Message

TO PARENT/CAREGIVER OF*

ZOEY LEE, NINA WETOSKA, NICOLE GREEN, GEORGE SMITH

MESSAGE TEXT*

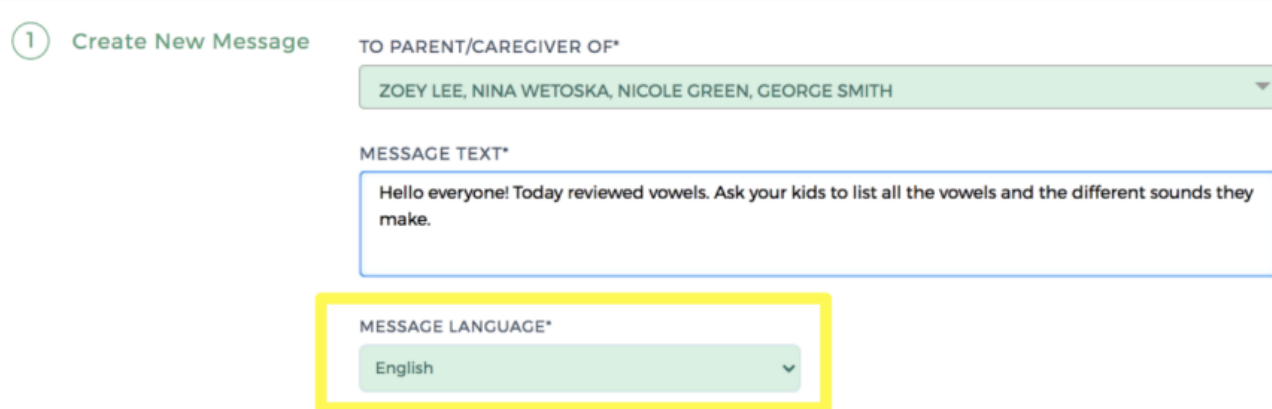
Hello everyone! Today reviewed vowels. Ask your kids to list all the vowels and the different sounds they make.

MESSAGE LANGUAGE*

English

Step 5:

Select the language that you drafted your message in the dropdown menu under MESSAGE LANGUAGE (i.e. If you wrote your message in English, select 'English').



1 Create New Message

TO PARENT/CAREGIVER OF*

ZOEY LEE, NINA WETOSKA, NICOLE GREEN, GEORGE SMITH

MESSAGE TEXT*

Hello everyone! Today reviewed vowels. Ask your kids to list all the vowels and the different sounds they make.

MESSAGE LANGUAGE*

English

Step 6:

Click the CREATE button on the bottom of the page and the group message will be sent instantaneously and delivered in each parent/caregiver's preferred language.



If a parent/caregiver responds back to you, the message will be visible to you only, and not the entire group.

Questions?

If you need any support or assistance navigating the group message chat box, please contact support@fastalk.org.