

Classroom Email Summaries for Parents/Guardians

Keep track of your student's classroom progress through email summaries. You can choose the frequency of the emails—daily or weekly—and you can unsubscribe or remove yourself from Classroom at any time. Once invited by a teacher, parents and guardians can receive automated daily or weekly email summaries of student work and class announcements, making it easier to stay up-to-date on what's happening in the classroom. As a guardian, before you can receive email notifications, you must receive and accept an invitation from your student's teacher.

You have up to 7 days to accept an invitation before it expires.

1. Open your email invitation.
2. Click **Accept Invitation**.
3. Sign in with your Google Account.

Note: For security reasons, you need a Google Account to receive summaries from Classroom. You don't need a Gmail address—you can [create a Google Account](#) with your current email address.

When you accept an invitation, you, your student, and the person who invited you (either the teacher or administrator) will receive an email confirmation.



Manage your email summary settings

1. At the bottom of your email summary, click Settings.
2. Under Time zone, select your time zone.
3. Under Email settings, select your desired email frequency. If you don't want to receive emails, select No summary.

FAQs

Why you might I not be receiving email summaries?

You won't receive an email summary if:

- There is no activity to report for the given time period.
- All your student's teachers turned off notifications for their classes.
- You selected No summary for how often you'd like to receive emails.
- You aren't connected to any students in Classroom.

For additional information: <https://support.google.com/edu/classroom/answer/6388136>