Personal, Group, Volunteer and Mass Reminders



All MSC Reminders are Pop-Up messages on the touch screen kiosk. Reminders are the first thing people see when they check in. They pop up on the screen and cover the entire screen. You have to touch OK to make them disappear. Reminders are great for communicating through the touchscreen.

Mass Reminders





Fill in a starting and ending date. If you have a reminder run for a week and a person comes in every day that week, they will see that reminder every day that week. You can enter any title you like, choose a sound effect and then type out your message and click Add Reminder.

Date End 6/23/2023 Title You have a Reminder Play Sound calm-classic-keys-notification.mp3 ~ Reminder Zumba Class is canceled this week. Add Reminder Add Reminder	Date End 6/23/2023 Title You have a Reminder Play Sound calm-classic-keys-notification.mp3 ~ Reminder Zumba Class is canceled this week. Add Repinder Add Repinder	Date Start	6/22/2023		
Title You have a Reminder Play Sound calm-classic-keys-notification.mp3 ~ Reminder Zumba Class is canceled this week. Add Reminder	Title You have a Reminder Play Sound calm-classic-keys-notification.mp3 ~ Reminder Zumba Class is canceled this week. Meek. Add Repinder	Date End	6/23/2023		
Play Sound calm-classic-keys-notification.mp3 ~ Reminder Zumba Class is canceled this week. Add Reminder	Play Sound calm-classic-keys-notification.mp3 ~ Reminder Zumba Class is canceled this week. Add Repinder	Title	You have a Reminder		
Reminder Zumba Class is canceled this week.	Reminder Zumba Class is canceled this week. Week. Add Reminder	Play Sound	calm-classic-keys-notification.	mp3 💊	~
Add Repinder	Add Repinder	Reminder	Zumba Class is canceled t week.	this	
			Add Reminder		

4 You can recycle reminders by editing them....





Volunteer Reminder



7 Click Add Rem	inder						
nter.net/msc/staff							
wix Wix 🧸 tasks 🦧 Training P	rogress	. MAC - Admin	my MAC	ChrisCross	My Training Site	a Getting Started	🧸 Getting
SC North			~			Ψ1	A
		People	Perso	onnel	Events	Meals	Rides
ADD PERSON	! (a <u><u>∓</u>t (</u>	Search	ES ow All
	CORI	Staff Full Na	ame	Staff Title	e	Staff Best	Phone
	No	Sadie Adam	าร	Fake Trai	ning Person	252-288-5	479
		 .			en de la constante de la constante		



Personal Reminders

9 Click the "People" tab. × + r iningcenter.myseniorcenter.net/msc/staff state 🛷 Seek&Deploy 🚾 Wix 🧸 tasks 🧸 Training Progress J... 🕎 MAC - Admin 👦 MAC 抗 ChrisCross 抗 My Training Site 🧸 Get 4 The MSC North ... Center Personnel Events Mea ADD PERSON ADD REMINDER CATI Searc Staff Full Name Staf Staff Title Sadie Adams Fake Training Person No 252

10 Click	a Person.						
Ā	Center	People Personnel E					
	Janced - Show All - Scan Card	Add Person					
む	Search	E Person List					
	Adams Sadie 252-288-1479 New Bern, NC	Import People					
	Amos Olds, Michele	Manage Dropdown Lists					
	New Bern, NC	🖒 Manual Person Merge					
in are	Armond, George Unknown, NC	Email List					
	D'I						

Click that person's Reminders icon.





This is a personal reminder and will only show up for this person. It shows up the next time they check in and it shows up once.



Group Reminders

Go to the people tab and click the Groups link in the center pane. If you cannot find it click Show All above the search box.





16	Click "(Create Remir	nder".	
	1.	Pickup	Mail List Actions ■ ADD ALL to mail list ■ REMOVE ALL from mail list ■ REMOVE EXPIRED from mail list	Begin 6/16/2023
	2.		Touchscreen Reminders Create Reminder Delete Reminder Block "Expiring Soon" Group Sound Settings	6/16/2023
			Age: 68 Joined Date:	

17 This is the same thing but these reminders show up for anyone in the group at the time you created the reminder. These reminders show once, the next time they check in.

The MSC North Center	People	Personnel	Events	Meals	A Rides	G Equipment	•••• More	🗱 Bill Henderson 👻	
20		🔤 Labels 🗸	Actions	s 🗸 🛛 Se	ettings 🗸			Create Group	Î
	Create a	group remir	lder			×			L
a group								15	L
ast Testers	Reminder:	Your group fees	are due nex	kt week for e	everyone.		Broadcas	St Event Signup List	L
Building Campaign									L
Memberships							Begin	Expiration Actions	L
Club Call Group							5/16/2023	No expiration 📝 🗙	L
tter - Postal	ļ					18			L
	1	Only send rer	ninder to ex	pired memb	ers				2
					Ca		3/16/2023	No expiration 🕜 🗙	
				Age:	68	J1/1954			
		2 0	-	Joine	ed Date:		00/40/0000		
Q Search	b	i o 🛛 🕺		→ → → → → → → → → → → → → → → → → → →			🔞 🕐 🛯		M
	12						• • •	6/22/20.	3