

Message Center

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Tool Search: Message Center

The Message Center collects all your messages, including process alerts and notices, and displays them on the home page for all users once logged in to Campus. It includes three areas:

- **State Announcements** - Contain announcements from the state. This is only available for schools/districts connected to a State Edition of Campus.
- **District Announcements** - Contain announcements for staff and parents/guardians about district happenings.
- **School Announcements** - Contain announcements for staff and parents/guardians about school happenings.
- **Process Alerts** - These are sent automatically based on processes in Campus, such as records transfers or responses to behavior referrals.

The screenshot shows the Message Center interface with the following sections:

- Message Center ☆** (top left) and **My Account > Communication > Message Center** (top right)
- Introductory text: "Message Center contains District Announcements, School Announcements and Process Alerts. The classroom message feature is available in Instruction > Overview > [Classroom Messenger](#)."
 - District Announcements**
 - [07/18/2025] This is an example of a sticky district notice.
 - [07/18/2025] Another example of a district announcement.
 - School Announcements**
 - [07/18/2025 C.C. Lee Elementary] This is an example of a school announcement.
 - Process Alerts**
 - Filter:
 - Name:
 - Process:
 - Start Date:
 - End Date:

Message Center

State Announcements

State announcements are messages sent by the state to alert staff and provide information about important statewide initiatives.

This section is called Statewide Announcements for State Edition users. Only state-level announcements marked as [Publish to Statewide Users](#) will appear in the State Announcements section for schools and districts.

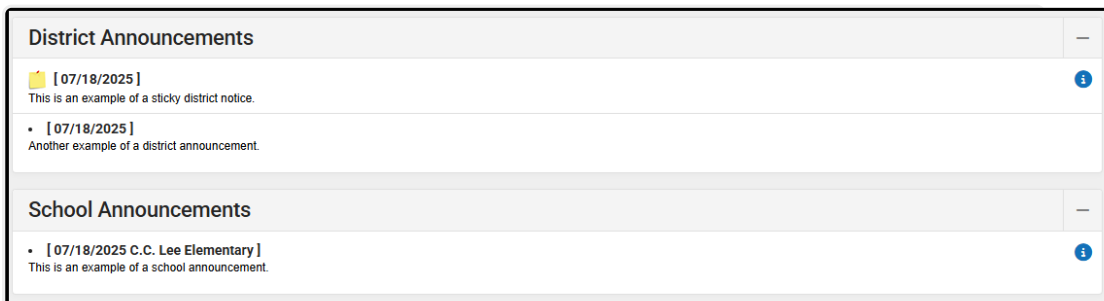
This functionality is only available for districts/schools connected to a State Edition of Campus.



District and School Announcements

District or school announcements are messages sent by personnel to alert and provide information to staff and parents/guardians about district or school happenings.

District and school announcements are created and published using the [Announcement Setup](#) tool.



Message Center Announcements

Messages with the yellow post-it icon are designated as "sticky," which means they appear at the top of your inbox and cannot be deleted. They are assigned an end date when they're created, after which they disappear from your inbox.

Process Alerts

Process Alerts is the message center for all system communication relevant to a user of the Campus application. Announcements appearing in the Process Alerts are tailored to the currently logged-in user and are based on system activities related to the user and his/her tool rights.

Process Alerts

Filter:

Name: Process:

Start Date: End Date:

<input type="checkbox"/>	REQUIRED	TYPE	PROCESS	NAME	POSTED DATE	DUE DATE
<input type="checkbox"/>	!	<input type="checkbox"/>	Curriculum Standards Importer	Standards from 2021 North Dakota Indigenous and World Language Content Standards have been successfully updated in the Standards Bank.	04/28/2025	
<input type="checkbox"/>	!	<input type="checkbox"/>	Curriculum Standards Importer	Standards from 2018 Mississippi College and Career Readiness Standards for Science have been successfully updated in the Standards Bank.	04/28/2025	
<input type="checkbox"/>	!	<input type="checkbox"/>	Batch Report Complete	Enrollment Overlap Report	04/28/2025	
<input type="checkbox"/>	!	<input type="checkbox"/>	Curriculum Standards Importer	Standards from 2021 North Dakota Indigenous and World Language Content Standards have been successfully imported into the Standards Bank.	03/03/2025	
<input type="checkbox"/>	!	<input type="checkbox"/>	Curriculum Standards Importer	Standards from 2020 New Jersey Student Learning Standards: Science K-12 have been successfully imported into the Standards Bank.	03/03/2025	
<input type="checkbox"/>	!	<input type="checkbox"/>	Curriculum Standards Importer	Standards from 2020 New Jersey Student Learning Standards for Social Studies have been	03/03/2025	

Process Alerts

Alerts may appear for the following message types:

- Attendance (Teacher)
- Batch Queue
- Behavior
- Messenger
- Records Transfers
- Reports
- Self Service
- Special Ed Process Alerts
- Surveys
- State Specific
- Portal Self-Service

Filter Process Alerts

Announcements and alerts appearing in Process Alerts vary. Available communications and sorting options depend on the current user and recent system activities.

Process Alerts

Filter:

Name: Process:

Start Date: End Date:

1. Type all or part of the alert **Name**.
2. Select the **Process** associated with the alert.

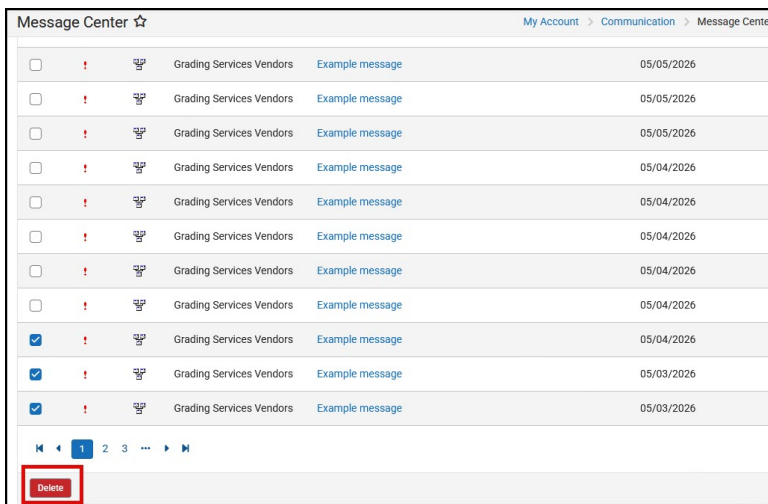
3. Choose the earliest **Start Date** for alerts you want to view.
4. Choose the latest **End Date** for the alerts you want to view.
5. Confirm that the filter values match what you want to search for.
6. Click **Apply**.

The alerts list updates to show only the messages that match your filters.

View Process Alerts

Process Alerts may display as a link. Click the link to visit the tool related to the alert.

Delete Process Alerts



1. Select the message(s) you would like to remove.
2. Navigate to the bottom of the page and click **Delete**.

Messages marked with a yellow Post-it icon are labeled as "sticky." This means they will remain at the top of your inbox and cannot be deleted. Each sticky message has an expiration date, after which it will no longer appear in your inbox.