

Message Builder Scheduler Tool Rights (Messenger 1.0)

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The Message Builder Scheduler allows staff to select a day and time for Campus to send routine messages.

See the [Message Builder Scheduler](#) article to learn how to use this tool.

Message Builder Scheduler



Message Builder Scheduler



Messenger 2.0 is now available! This integrated tool includes all the features of: Message Builder, Staff Messenger, Emergency Messenger, and Message Builder Scheduler. Featuring a mobile friendly design, searchable template and recipient lists, flexible scheduling options, and the ability to view scheduled/in-progress messages all in one place. More features on the way. Messenger 2.0 tool rights will need to be enabled.



Save

Message Builder Schedules

- ☐ Course Reg
- ☐ Late Bus
- ☐ New yr account balance
- ☒ Activity Registration
- ☒ Administrators
 - ☐ Sports Physical
 - ☐ Welcome Back
- ☒ CampusAllCalsModifyRights
- ☒ Data Health Check
- ☒ Events & Actions
- ☒ Health

Scheduled Message Builder For Sports Physical

*Schedule Name	Disabled <input type="checkbox"/>
*Calendar	Sender Demo Administrator
25-26 Harrison High	Recurring Frequency 1 time only
*Start Date/Time	*Caller ID (763)555-5554
*Reply To Email: iodemo@iodemo.mg.infinitecampus.org	
Send confirmation email <input checked="" type="checkbox"/>	

Message Builder Filter Criteria Detail

Message Type: <input type="text" value="Behavior"/>	Saved Filters <ul style="list-style-type: none"> **Tardy Today 3 Times *504 Students *Bus 1 Students *ELL Students *Honor Roll Students *Student's with Med Refills Needed 12th Grade Students 1st Grade Zoo Trip 5th Grade All Females All Males All Students
Deliver To: <input checked="" type="checkbox"/> Student Messenger Contacts <input type="radio"/> Message For Each Student <input type="radio"/> One Message Limit <input type="checkbox"/> Students	Set Filter Operation: Union
Enrollment Filter: <input checked="" type="checkbox"/> Message Only Active Students	
Limit delivery to contacts that speak: <input type="text" value="No Language Preference"/>	

Message Delivery Detail

Delivery Devices: ☒ Inbox ☒ Email ☒ Voice ☒ Text
 Send Emails at: Dial Window:

Message Builder Scheduler

This tool uses the message templates created with the [Message Builder](#) tool.

Available Tool Rights

R	W	A	D
View existing scheduled messages (by user or in a group to which the user belongs).	Modify scheduled message.	Add a new scheduled message.	Delete a scheduled task.

Suggested User Groups

Following are examples of groups that may need access to this tool.

- [Counselors](#)
- [Front Office](#)
- [Health Office Administrators](#)
- [Messenger User Group](#)
- [Principals](#)
- [Registrars](#)

See [User Groups and Suggested Roles](#) for more information.