

Messenger 2.0 Tool Rights

Last Modified on 03/10/2026 8:41 am CDT

Staff can use Messenger 2.0 to send messages to students, parents, and staff. This tool combines several of the tools that exist in Messenger 1.0, and gives the added capability of sending messages from mobile devices.

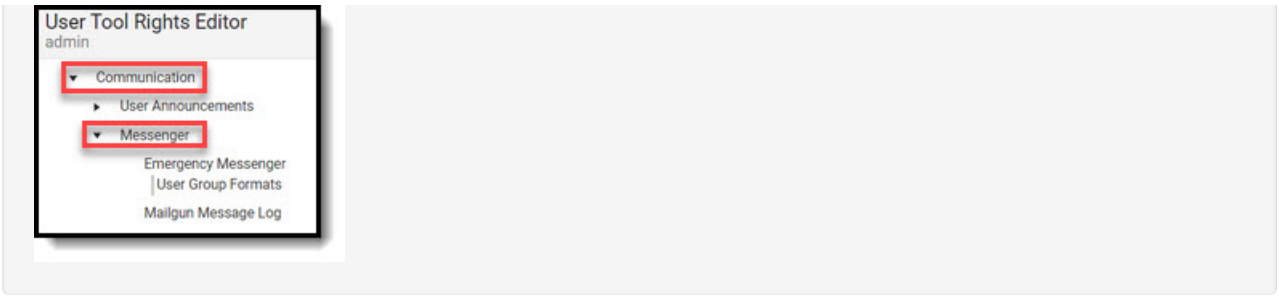
See the [Messenger 2.0](#) article to learn how to use this tool.

The screenshot displays the Messenger 2.0 interface. At the top, it says "Messenger 2.0 ☆" and has a breadcrumb trail: "Communication > Messenger > Messenger 2.0". Below this is a "Create New Message" section with three buttons: "General" (envelope icon), "Priority" (exclamation mark in a circle), and "Emergency" (exclamation mark in a triangle). Underneath is a "Send From Template" section with a "Select Template" button. The "Scheduled Messages" section includes a "Display" filter with "My Messages" selected, "All Messages", and a "Filter" dropdown. A message card is shown with the following details:

- Time: 02:36 PM
- Date: 03/14/2023
- Created By: Administrator, Demo
- Subject: Responsive Scheduling Reminder - VBHS
- Total Calendars: 1
- Send To: Students
- Delivery Modes: GENERAL (highlighted in yellow), and icons for mobile and email.
- An "Edit Message" button is located at the bottom right of the card.

Messenger 2.0

Users must have **Read** access to Communication and Messenger in the User Tool Rights Editor.



Available Tool Rights

Messenger 2.0 tool rights are "on/off" rights. Select All for any Messenger 2.0 feature you want to give users access to. See the [Messenger Logs](#) article to learn more about those tool rights.

▶ [Click here to expand...](#)

▼ Messenger	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Emergency Messenger	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
User Group Formats	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Mailgun Message Log	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Message Builder	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
User Group Formats	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Message Builder Scheduler	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Messenger 2.0	<input type="checkbox"/> All				
View/Edit All Scheduled Messages	<input type="checkbox"/> All				
Roll User Group Templates	<input type="checkbox"/> All				
Delivery Modes	<input type="checkbox"/> All				
Process Inbox	<input type="checkbox"/> All				
Email	<input type="checkbox"/> All				
Text	<input type="checkbox"/> All				
Voice	<input type="checkbox"/> All				
Recipient Types	<input type="checkbox"/> All				
Students/Contacts	<input type="checkbox"/> All				
Staff	<input type="checkbox"/> All				
District Staff	<input type="checkbox"/> All				
Non-Campus Recipients	<input type="checkbox"/> All				
Individual Recipients	<input type="checkbox"/> All				
Message Types	<input type="checkbox"/> All				
General	<input type="checkbox"/> All				
Priority	<input type="checkbox"/> All				
Emergency	<input type="checkbox"/> All				
Recipient Log	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Recipient Campus Fields	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Sent Message Log	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
Staff Messenger	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete
User Group Formats	<input type="checkbox"/> All	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Add	<input type="checkbox"/> Delete

Tool Right	Definition
Messenger 2.0	Selects ALL the tools in Messenger 2.0

Tool Right	Definition
<ul style="list-style-type: none"> • View/Edit All Scheduled Messages 	<ul style="list-style-type: none"> • Allows user to view and edit all scheduled messages
<ul style="list-style-type: none"> • Roll User Group Templates 	<ul style="list-style-type: none"> • After the Calendar Wizard has been used to roll calendars forward, this tool can be used to roll templates from a source school year to a destination school year. Results will provide a list of templates that could not be rolled.
<ul style="list-style-type: none"> • Delivery Modes <ul style="list-style-type: none"> ◦ Process Inbox ◦ Email ◦ Text ◦ Voice 	<ul style="list-style-type: none"> • Grants access to deliver messages to: <ul style="list-style-type: none"> ◦ Users' Message Center in Campus. ◦ Email address ◦ Text message to mobile Device ◦ Calls the designated phone number
<ul style="list-style-type: none"> • Recipient Types <ul style="list-style-type: none"> ◦ Students/Contacts ◦ Staff <ul style="list-style-type: none"> ▪ District Staff ◦ Non-Campus Recipients ◦ Individual Recipients 	<ul style="list-style-type: none"> • Select which people are to receive messages <ul style="list-style-type: none"> ◦ Enrolled students, student Messenger contacts ◦ District and School Staff <ul style="list-style-type: none"> ▪ District Staff ◦ Manually add people without a Campus account ◦ Manually add/select individuals with a Campus record
<ul style="list-style-type: none"> • Message Types <ul style="list-style-type: none"> ◦ General ◦ Priority ◦ Emergency 	<ul style="list-style-type: none"> • Categories of messages <ul style="list-style-type: none"> ◦ Emails/phone numbers marked to receive general messages ◦ Emails/phone numbers marked to receive priority messages ◦ Immediately deliver to students, messenger contacts, and staff

Suggested User Groups

Following are examples of groups that may need access to some or all of these tools.

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

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

