



E-mail Notification System **of Lisbon Central School**

This **free** email notification service is provided to you by the Connecticut Weather Center, Inc. to enable you to receive notification when weather related cancellations, announcements, or other notifications have been posted by any of the participating educational institutions, libraries, organizations, and businesses. **Lisbon Central School**, as well as the majority of school districts throughout the state, participates in using the CT Weather Center for posting weather and non-weather related essential announcements. Now you can be notified at work or home if Lisbon posts an important information announcement. Weather related announcements would post cancellations of schools, meetings or activities, delayed openings and early dismissals. Non-weather related essential announcements might post special events, report cards being sent home, essential deadlines.

The e-mail notification system will inform you of the posting and link you to the Center's home page. One click on "Cancellations" and a second click on "Schools" will bring you to the posted message.

To register for this free service, go to <http://www.ctweather.com/> and complete these 4 easy steps:

1. Scroll down the menu on the left to "e-Notifications".
2. Click on "e-Notifications" and then click on "Schools".
3. Complete the easy registration process by submitting your e-mail address. You can duplicate this process and submit more than one address if needed.
4. Within 72 hours, you will receive a confirmation request. Reply to the request by clicking on the link and follow the directions to access your account and identify Lisbon in the pull-down menu. **You must identify and submit Lisbon as a notification district – this is not automatic.** You can identify as many districts as needed by duplicating the identify and submit process. *It is very easy and user friendly.*

Act soon so that you can complete the process and receive notification of important posted announcements from **Lisbon Central School**. A special thanks to ctweather.com for offering this service.