

Using FlexiBuzz - Exford's school app!!

Please come and see us if you need help with setting your Tiq Biz up.

STEP 1 – Download FlexiBuzz app from the App Store

STEP 2 – Search for Exford Primary School

STEP 3 – Tap School logo on home page to bring up Diagram 1

Please note: To access Eynesbury bus, uniforms and interviews buttons, slide area (to left) under logo where Absence, Canteen and Contact are visible (next to Calendar).

STEP 4 – Tap dashes (top right corner) as shown in Diagram 1 to show boxes as Diagram 2.

(When you can see the word 'Add', you need to **add** your choices.)

STEP 5 – Select your child/ren's classes **and** Eynesbury if your child/ren catch the bus as shown in Diagram 3.

(When you can see the word 'Remove', you have **made** your choices.)

Diagram 1

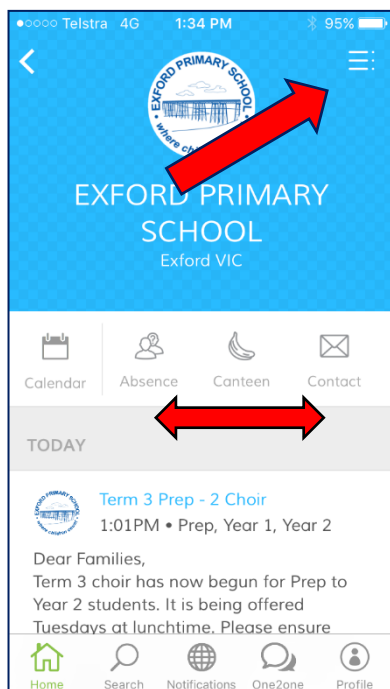


Diagram 2

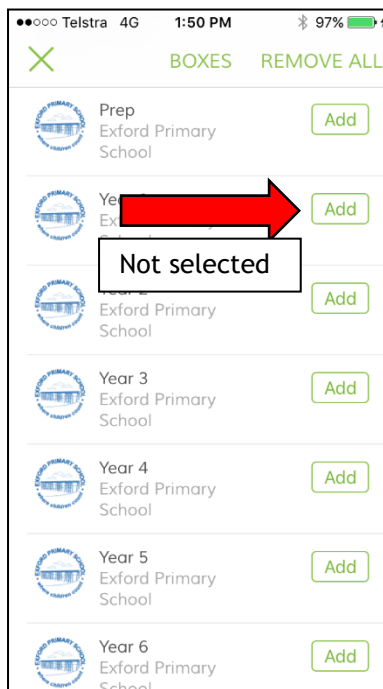
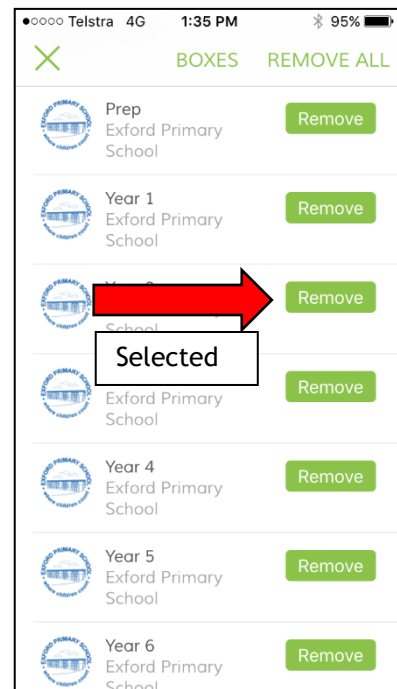


Diagram 3



Stay in touch with FlexiBuzz

**STEP
01**

Sign up for FlexiBuzz and then login



Search "FlexiBuzz" in your app store.



Go to web.flexibuzz.com and click "Sign Up".

**STEP
02**

Connect to us



Select the 'Search' icon and type in our name. Select us from the results.

**STEP
03**

Select your communication groups



Click the 'Add' icon beside the communication groups that apply to you.

**STEP
04**

Get started



Click the 'Home' icon to view our recent posts.

For further information or assistance please visit our website www.flexibuzz.com or email us via support@flexibuzz.com.

