

How to Moderate Flagged Messages

School and District Admin have the ability to moderate messages that have been flagged in Snap! Connect.

Step One

Select [Messages](#) from the left-hand navigation menu bar.

Click the [Moderator](#) tab toward the top of the screen.

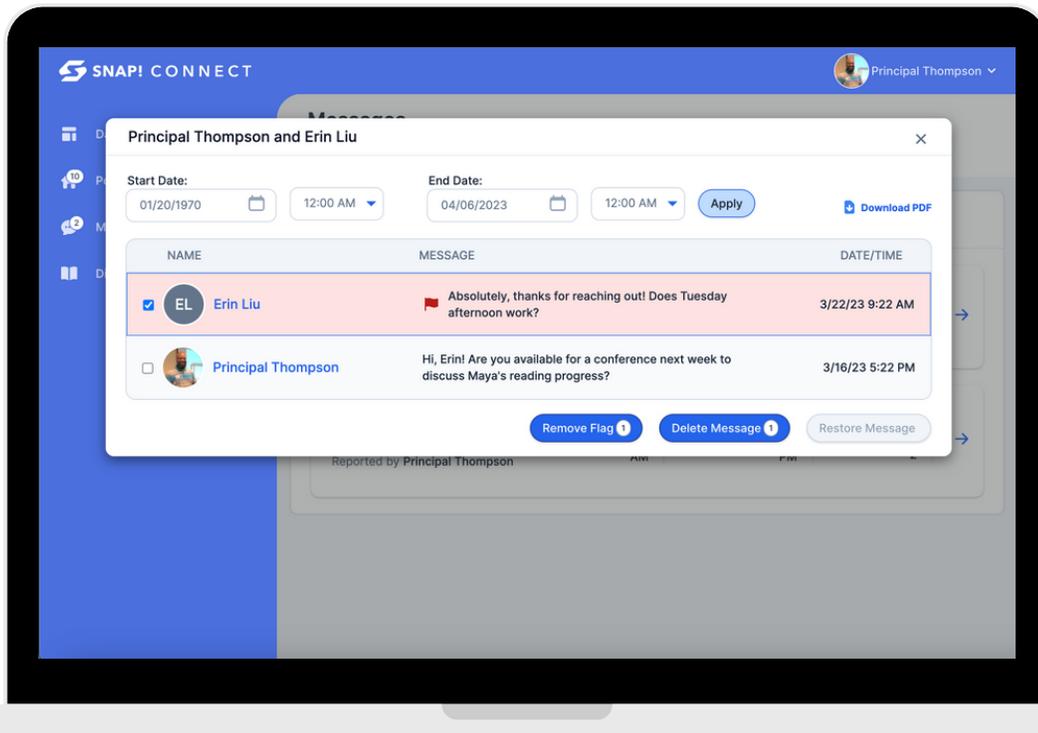
Click on the name of the conversation you want to moderate.

Step Two

To clear the flag, click the check box to the left of the flagged message and select [Remove Flag](#).

To delete the message, select [Delete Message](#).

The flagged message will show in red.



Note: You can also click [Download PDF](#) to download the conversation in its entirety.