

# How to Get Invited to an Event

Xello Communities

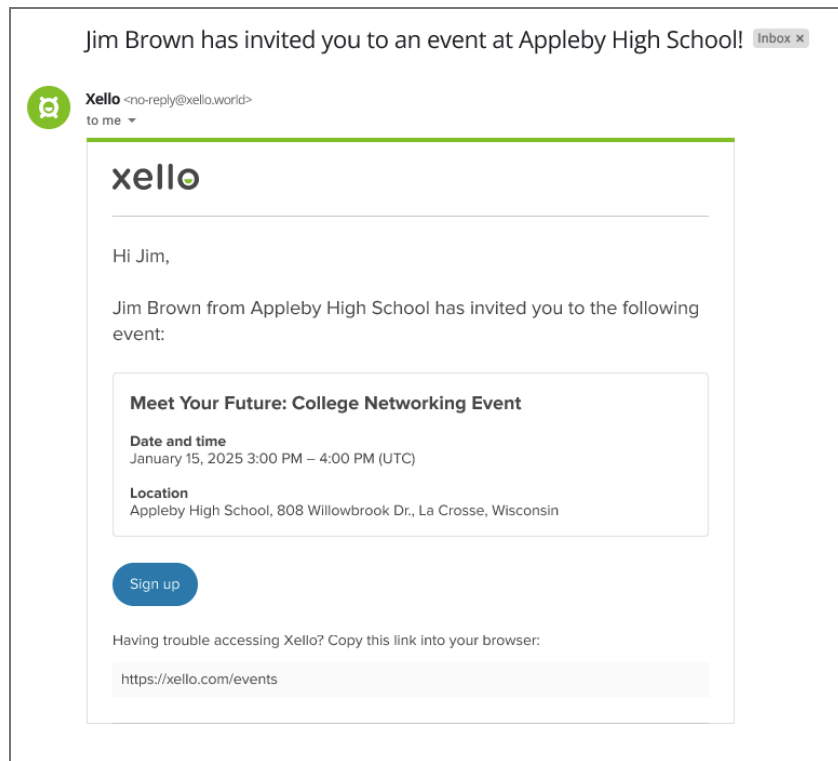
Support Documentation | August 2025



School counselors can invite administrators to public events.

When an administrator is invited to an event by a school counselor, they will receive an email with details about that event.

They can log in to Xello and choose to either accept the invitation or decline it (the K12 school will be notified either way).



If the invitation is accepted, the administrator will be confirmed for that event.