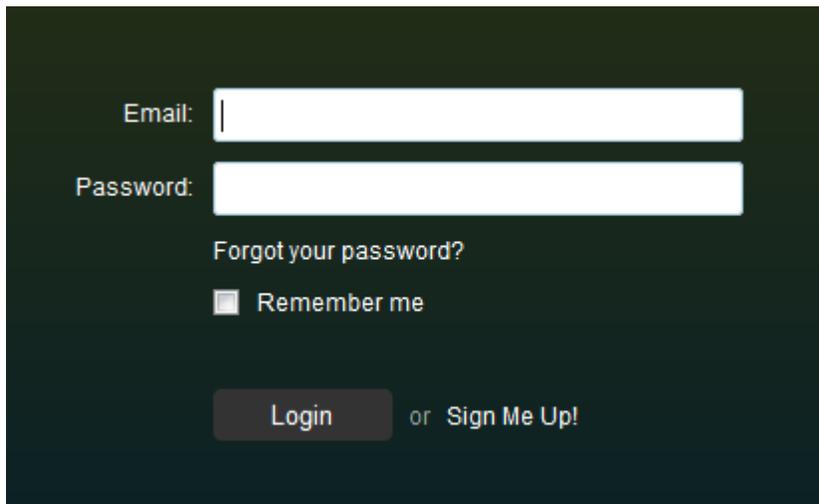


Registering for Emergency DCCC Text Alerts

This system will notify you of emergency situations at Davidson County Community College. If you signed up to receive texts from Alert Now, your contact information has been transferred to Blackboard Connect. However, it is recommended that you register again with Blackboard Connect, which will allow you to update information and add additional information or phone numbers.

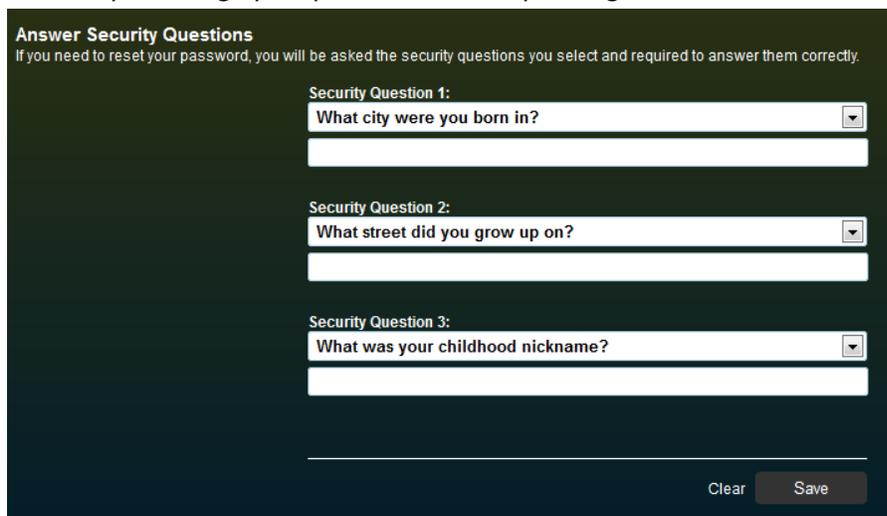
Please Note: Registering does not update your records with the College.
You must contact the College to update your contact information.

1. From the DCCC home page click on Current Students. Under the Important Links section click on "Get Emergency DCCC Text Alerts" or you may click on the following link [Get Emergency DCCC Text Alerts](#).
2. Click on "Sign Me Up" and enter the required information. You may use any email you wish; you are not required to use your college email. Click to agree to the Blackboard Connect agreement and click continue. After clicking continue, you will need to login to the email used for sign up and reply by clicking the link in the email from Blackboard Connect to activate your account.



The screenshot shows a dark-themed login and sign-up form. It features two input fields: "Email:" and "Password:". Below the password field is a link "Forgot your password?". There is a checkbox labeled "Remember me". At the bottom, there are two buttons: "Login" and "Sign Me Up!", with the text "or" between them.

3. After clicking the link in the email you will be directed to a page to set up security questions. This will give you the ability to change your password in case you forget it. Select and answer 3 questions and "Save".

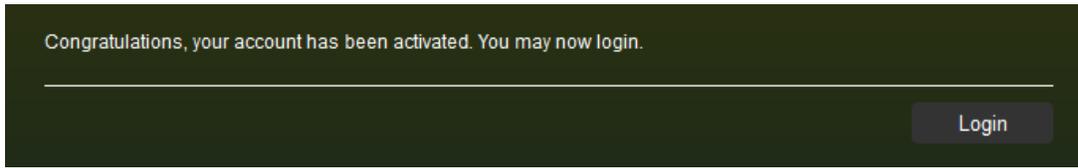


The screenshot shows a form titled "Answer Security Questions" with a sub-header: "If you need to reset your password, you will be asked the security questions you select and required to answer them correctly." The form contains three security questions, each with a dropdown menu and a text input field below it:

- Security Question 1: What city were you born in?
- Security Question 2: What street did you grow up on?
- Security Question 3: What was your childhood nickname?

At the bottom of the form, there are two buttons: "Clear" and "Save".

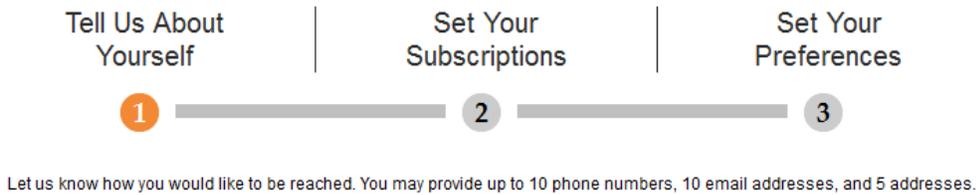
4. You will now need to login using your username and password.



5. Enter the email and password you setup in previous steps and click "Login".

A dark blue login form with two input fields for "Email:" and "Password:". Below the password field is a link "Forgot your password?" and a checkbox labeled "Remember me". At the bottom, there is a "Login" button followed by the text "or Sign Me Up!".

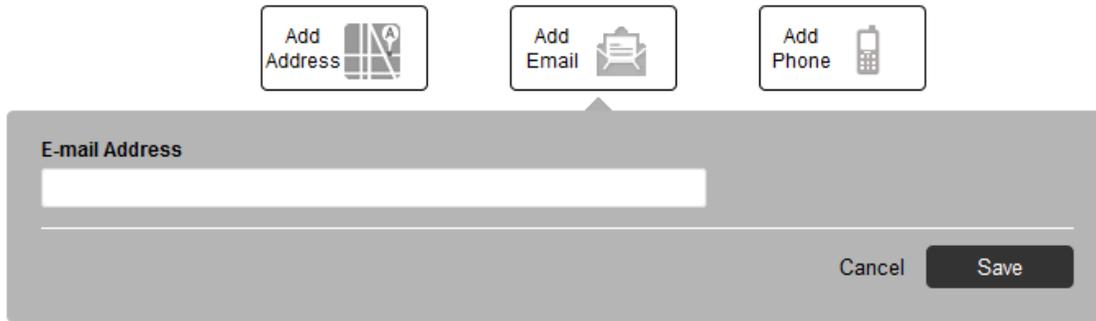
6. Here you will be able to add an address, other emails and multiple phone numbers.



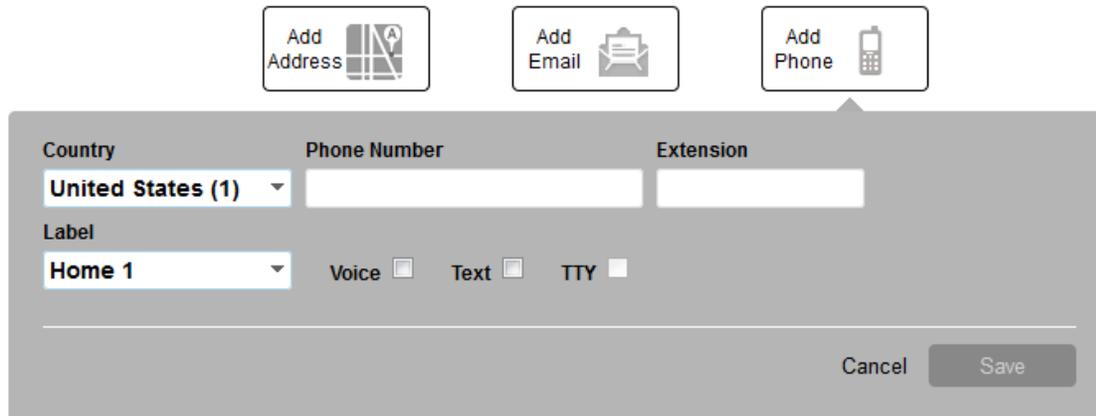
7. Click on "Add Address" to add your street address. Once you have added your information click "Save" then to save again if your address is correct on the map.

A form for adding an address. It includes dropdowns for "Label" (set to "Home") and "Country" (set to "United States"). There are input fields for "Line 1", "Line 2", "City", "County", "State" (with a "-- Select --" dropdown), and "Zip Code". A note at the bottom says "An * indicates a required field." At the bottom right are "Cancel" and "Next" buttons.

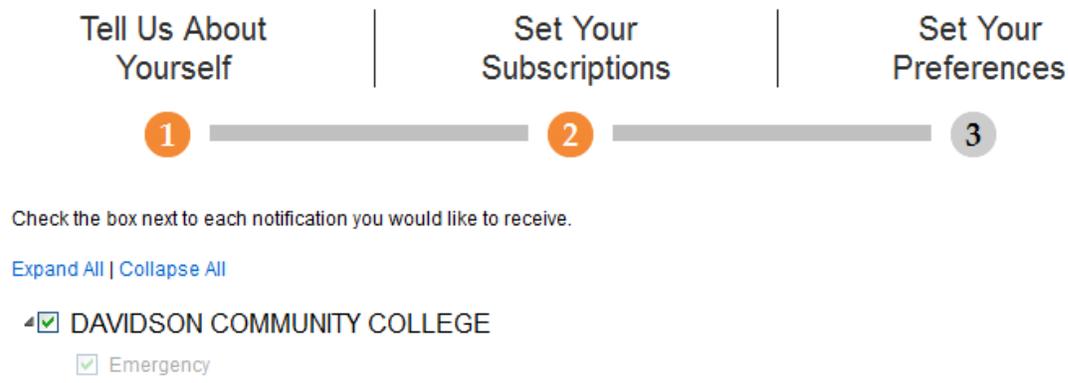
8. Click on “Add Email” to add additional emails. Once you have added your information click “Save”



9. Click “Add Phone” to add additional phone numbers. Select the options for the phone that will receive information; voice, text or TTY. You may select all that apply. Once you have added your information, click “Save”. Once you have entered information for all three sections you will click “Next” in the bottom right corner. Note: Once you successfully add a phone a text message will be sent to the phone.



10. In the “Set Your Subscriptions” you will be able to select the locations from which you wish to receive notifications. The “Emergency Option” is grayed out because it is automatic and set in the defaults. After making your selection, click “Next” in the bottom right corner.



11. You will be able to Set Your Preferences. Here you can edit how you wish to receive notification from each of the locations. You will only be able to edit the “Outreach” (green check marks). Once you are finished, click “Done” in the bottom right corner. You have now completed the registration, you will be able to login and add or update any of the information.