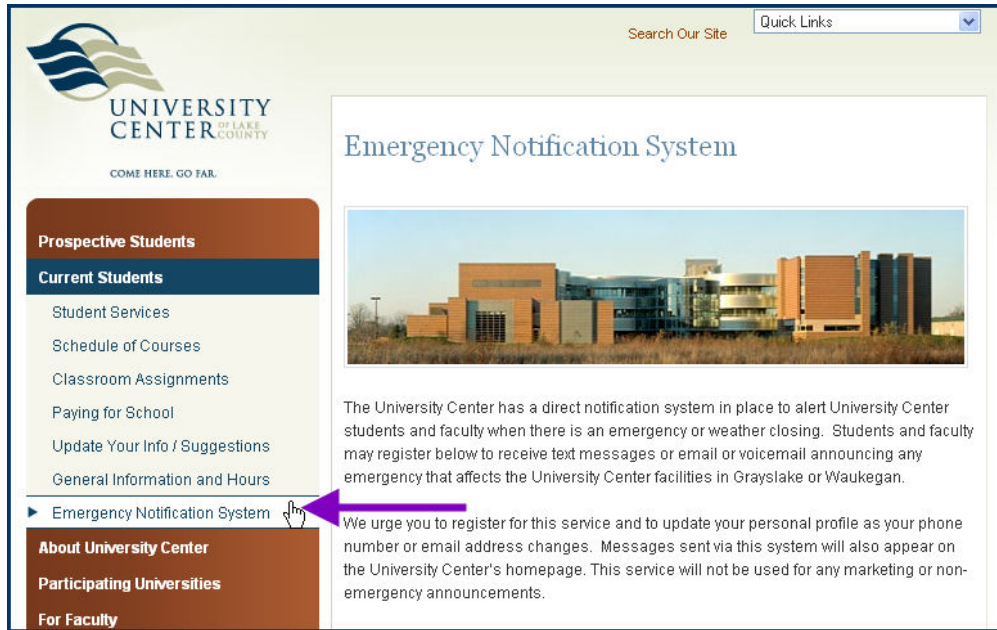


E2Campus Emergency Notification System: Managing Your Account University Center of Lake County



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E2Campus Emergency Notification System: Managing Your Account
University Center of Lake County

Create a New User Account

SMS Text

To create a new account with the University Center's emergency notification system, access the notification system webpage at

- <http://www.ucenter.org> under
- Current Students and
- Emergency Notification System
- *The registration form is located below the introductory text.*

Complete the required fields on the form.

See the following section for Email-only registrations, if you do not have a text-enabled cell phone account or do not want to receive text messages on your cell phone.

Select your affiliation with the University Center:


- Student, faculty, or other
- Member university with which you are affiliated

You then provide your cell phone account information to receive SMS text messages for emergency notifications.

Select the tick box to **Accept the Terms of Service** and click the **Create Account** button to complete your account details. See the section *Managing Your Cell and Email Contact Information* to add alternate contact devices for your account.

New Users Register Here

Create Username:	<input type="text" value="NewUser"/>	*	
First name:	<input type="text" value="New"/>	*	
Last name:	<input type="text" value="User"/>	*	
Password:	<input type="password" value="••••••"/>	*	
Verify Password:	<input type="password" value="••••••"/>	*	
Optional Groups:	<input checked="" type="checkbox"/> I am a STUDENT <input type="checkbox"/> I am FACULTY <input type="checkbox"/> Other <input type="checkbox"/> Benedictine University <input checked="" type="checkbox"/> Chicago School of Professional Psychology <input type="checkbox"/> College of Lake County (at University Center campus) <input type="checkbox"/> University of Illinois at Chicago <input type="checkbox"/> University of Illinois at Springfield <input type="checkbox"/> University of Illinois at Urbana-Champaign		
Mobile Phone (TXT):	<input type="text" value="8475551265"/>	<input type="text" value="Airpage"/>	*
	<input checked="" type="checkbox"/> Agree to Terms of Service *		
	* Required Fields		
	<input type="button" value="Create Account"/>		
	Click Here To Sign Up Using EMAIL Only		



E2Campus Emergency Notification System: Managing Your Account University Center of Lake County

Email Only

To create a new account with the University Center's emergency notification system, access the notification system webpage at

- <http://www.ucenter.org> under
- Current Students and
- Emergency Notification System
- *The registration form is located below the introductory text.*

Scroll to the bottom of the New User Registration Form and use the link to Sign Up for Email Only.

Complete the required fields on the form.

Select your affiliation with the University Center:

- Student, faculty, or other
- Member university with which you are affiliated

You then provide your preferred email account information to receive messages for emergency notifications.

Select the tick box to **Accept the Terms of Service** and click the **Create Account** button to complete your account details. See the sections for *Accessing Your Account* and *Managing Your Account* to add alternate contact devices for your account.

Create Account using EMAIL only

Create Username: *

First name: *

Last name: *

Password: *

Verify Password: *

Optional Groups:

- I am a STUDENT
- I am FACULTY
- Other
- Benedictine University
- Chicago School of Professional Psychology
- College of Lake County (at University Center campus)
- University of Illinois at Springfield
- University of Illinois at Urbana-Champaign

Email: *

Agree to [Terms of Service](#)*

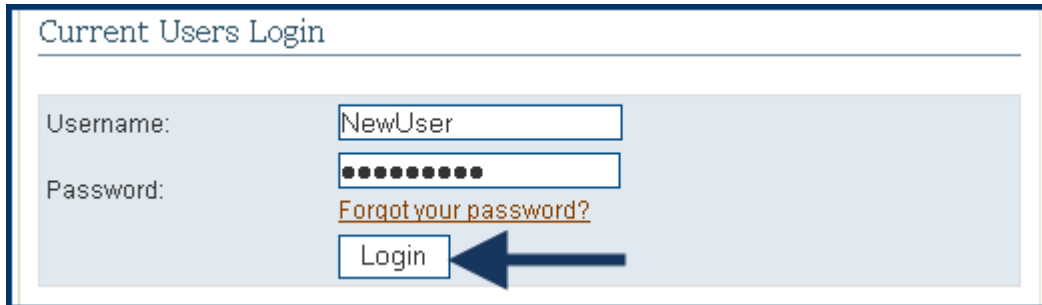
* Required Fields

←

**E2Campus Emergency Notification System: Managing Your Account
University Center of Lake County**

Access Your User Account

You can return to the University Center website at any time to access and/or modify your user account details as needed.



Current Users Login

Username:

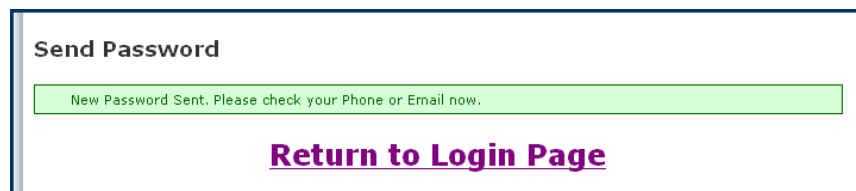
Password:

[Forgot your password?](#)

Enter your Username and Password, the same as you created them during registration, and click the Login button to access your account details.

Forgot Your Password

If you have registered for the University Center’s emergency notification system and you want to view or modify your user account details, but forgot your password, you can request to have your password reset by the system and sent to your primary registered device (cell phone and/or email account). After receiving your reset password, you can log into your user account to set your password to something you will remember.



Send Password

New Password Sent. Please check your Phone or Email now.

[Return to Login Page](#)

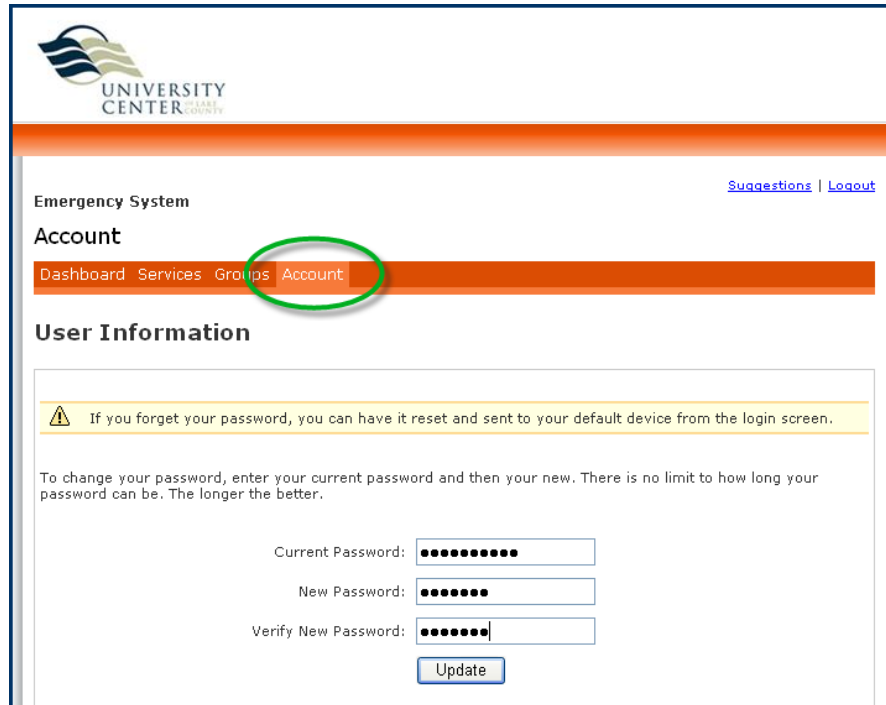
If you no longer have the same cell phone or email service to receive an automatic reset password, contact the University Center staff to have your password manually reset. The staff will inform you of your new temporary password.

- (847) 665-4000
- sservices@ucenter.org
- Indicate that you need a manual E2Campus password reset.

E2Campus Emergency Notification System: Managing Your Account University Center of Lake County

Change Your Password

If you have had your password reset or just want to change your account login password, you can do this after logging in and going to the Account tab screen in the E2Campus system.



The screenshot shows the E2Campus user interface. At the top left is the University Center of Lake County logo. Below it, the text "Emergency System" is displayed, with a "Suggestions | Logout" link to the right. Underneath, the "Account" section is active, and a navigation bar contains "Dashboard", "Services", "Groups", and "Account", with "Account" highlighted and circled in green. Below the navigation bar is the "User Information" section. A yellow warning box contains a triangle icon and the text: "If you forget your password, you can have it reset and sent to your default device from the login screen." Below this, a paragraph states: "To change your password, enter your current password and then your new. There is no limit to how long your password can be. The longer the better." The form includes three input fields: "Current Password:" (with 10 dots), "New Password:" (with 6 dots), and "Verify New Password:" (with 6 dots). An "Update" button is located at the bottom of the form.

After clicking the Update button, your new password will be in effect.

E2Campus Emergency Notification System: Managing Your Account University Center of Lake County

Subscribing to Notification Groups

In order to assure that you receive any messages relevant to you as a member of the University Center community, you should subscribe to the groups that describe your affiliation with the Center.

- Student, faculty, or other
- Member university with which you are affiliated

You can view which Groups you are subscribed to and make changes to your selected Groups on the Groups tab screen in the E2Campus system.

- Click Unsubscribe for an Active Group to remove yourself from a Group
- Click Subscribe for an Available Group to add yourself to a Group

Emergency System [Suggestions](#) | [Logout](#)

Groups

Dashboard Services **Groups** Account

Active Groups

You currently subscribe to the groups below. To unsubscribe, click the 'Unsubscribe' link on the right.

Group Name	Description	
I am FACULTY	Faculty teaching at the University Center campus.	Unsubscribe
Other	Other people affiliated with the University Center or a member institution.	Unsubscribe
Dominican University	Dominican University students, faculty and staff.	Unsubscribe

✓ Recommended Groups

Available Groups

To start receiving messages from an available group, click the 'Subscribe' link on the right.

Group Name	Description	
I am a STUDENT	Students enrolled in University Center courses.	Subscribe
Benedictine University	Benedictine University students, faculty and staff.	Subscribe
Chicago School of Professional Psychology	The Chicago School of Professional Psychology students, faculty and staff.	Subscribe
College of Lake County (at University Center campus)	College of Lake County students, faculty and staff whose class is meeting on the University Center campus.	Subscribe
Concordia University Chicago	Concordia University Chicago students, faculty and staff.	Subscribe

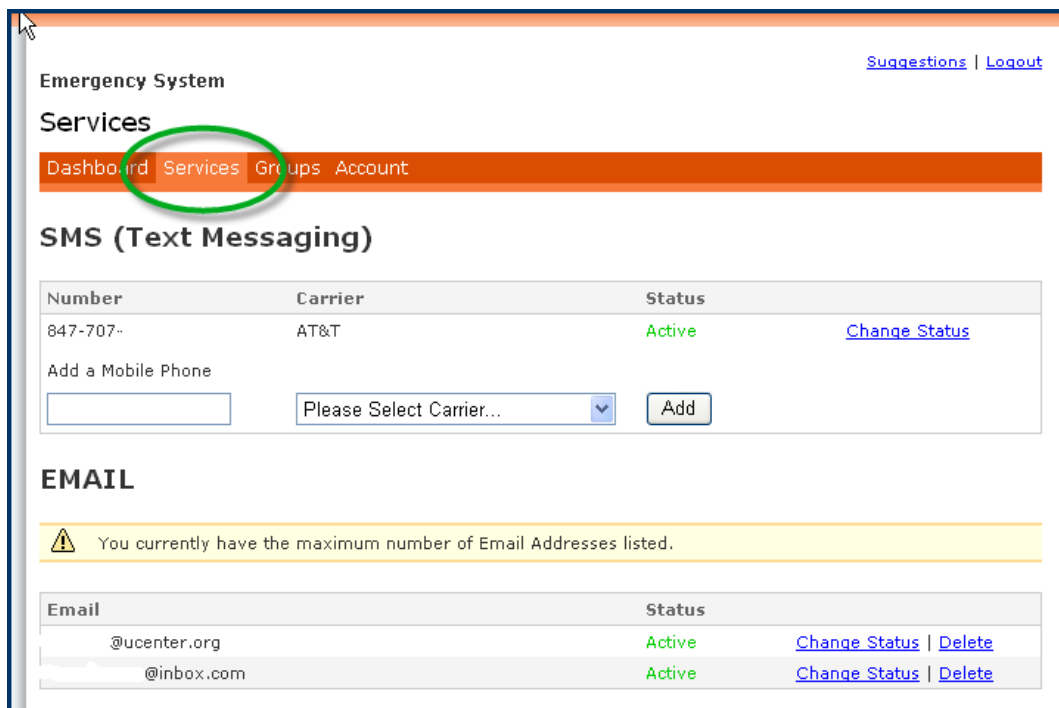
Managing Your SMS Cell and Email Contact Information

You can add and edit the cell phone and email accounts linked to your user account on the Services tab screen in the E2Campus system.

Add a cell phone account:

- Type in your cell phone number
- Select the carrier for the account
- Click the Add button

Listed cell phone accounts can be made Active or Inactive, depending on whether you want to receive SMS text messages at that cell account, by clicking Change Status for a listed cell account.



Emergency System [Suggestions](#) | [Logout](#)

Services


Dashboard **Services** Groups Account

SMS (Text Messaging)

Number	Carrier	Status
847-707-	AT&T	Active Change Status

Add a Mobile Phone

EMAIL

 You currently have the maximum number of Email Addresses listed.

Email	Status
@ucenter.org	Active Change Status Delete
@inbox.com	Active Change Status Delete

Add, edit, or delete an email account:

- Type in your email address
- Click the Add button

Listed email accounts can be made Active or Inactive, depending on whether you want to receive notification messages at that email account, by clicking Change Status for a listed address.

You may delete a listed email address if you no longer want to receive messages at that address. Simply click Delete for that address and confirm that you wish to delete the entry.

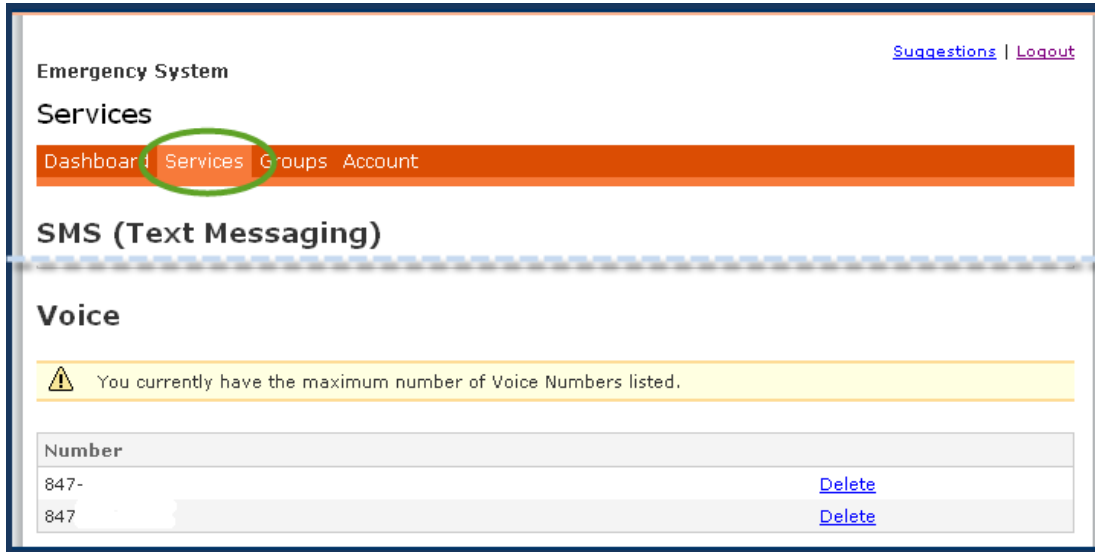
E2Campus Emergency Notification System: Managing Your Account
University Center of Lake County

Voice Message Notifications

You can add and edit a voice message phone number linked to your user account on the Services tab screen in the E2Campus system.

Add a voice phone account:

- Type in the phone number where you prefer to receive voice alert messages
- Click the Add button



The screenshot shows the 'Emergency System' interface with the 'Services' tab selected in the navigation menu. The 'Voice' section is active, displaying a warning message: 'You currently have the maximum number of Voice Numbers listed.' Below this, a table lists the phone numbers and their corresponding 'Delete' links.

Number	
847-	Delete
847	Delete

Listed phone accounts are automatically active, if listed. You may delete a voice phone number if you do not want to receive voice alert messages at that phone.

E2Campus Emergency Notification System: Managing Your Account University Center of Lake County

Google Homepage and RSS Feeds

If you have a personal Google homepage or use RSS feeds to receive information, you may generate script to add the University Center emergency notification alerts to your pages.

GOOGLE

Personalized Homepage

You can now Personalize your Google homepage and add content to it. Now you can add your Emergency System messages right to your Google Homepage. Select the Groups to include by checking the boxes below. Next indicate the maximum number of message from each group that should be displayed. Click the "Generate Code" button to create the complete SmartCode snippet.

After you have generated the complete code, click the "add to Google" button to add the module to your Google homepage. You only have to add the module the first time. After you have it on your Google Homepage, you can click the edit link at the top of the module and replace the SmartCode any time.

 ← *Add to Google button*

Next simply select all the text in the box below and copy it. The first time you run the module on the google homepage, you will be asked to paste it in a field called "SmartCode", then click the save button to complete the setup.

Smartcode Generated Successfully.

Select Groups:

ALL USERS

I am FACULTY

I am a STUDENT

Other

Number of Messages to Show:

`aref=d9a21b896afc1e0192c5aa35c247d6b4&max=1&group[]=0&mod=1`

RSS


RSS Feeds


RSS is being used everywhere these days and now you can subscribe to your Emergency System messages with your favorite RSS reader or import them into Google, Yahoo or AOL.


To add your feeds simply click on the buttons below. To add your feed to your RSS reader, copy the code in the box below.


Copy for RSS Reader:

XML









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E2Campus Emergency Notification System: Managing Your Account University Center of Lake County

Logout

Use the Logout link at the top of any E2Campus screen to end your session.

