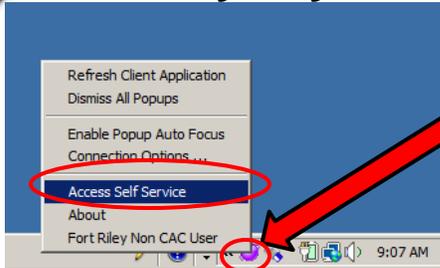




Ensure you and your Family are notified while you are deployed or at work!

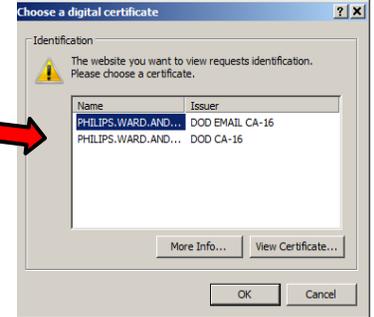
Fort Riley can send you Severe Weather notification via email (work or personal) or text directly to your Cell Phone when it happens.



1 After logging in, find the "Purple Globe".

2 Click Purple globe icon in system tray and select "Access Self Service".

3 Select the correct CAC user (either certificate is fine).



4 Select the "My Info" Tab.

User Information

Fields marked with * are mandatory.

Save | Reset

Basic Attributes

Username *: 1234567890

First Name: Gregory

Last Name: Cato

Home Zipcode *: 68441

Picerne Neighborhood *: N/A

Unit/Organization *: USAG

Building Number: Bldg 500

Receive IG Messages:

Receive DCRF Messages:

Receive C2CRE Messages:

Receive ASF Messages:

Receive GRF Messages:

Receive QRF Messages:

Save |

5 Enter zip code of residence.

6 Select Picerne Housing Neighborhood if you live on post, use "N/A" if you live off-post.

7 Select your organization.

When signing up for ATHOC alerts, do not check any of these boxes until authorized by your unit. You will still receive normal weather alerts.

PLEASE NOTE: Zip code, Picerne Neighborhood and Organization info will help us to quickly reach you if an event effects YOU!!

8 You must SAVE before going to next step!

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[Terms and Conditions](#)

Powered By ATHoc

9 Select "Email/Text" Tab.

Self Service Devices

Fields marked with * are mandatory.

Save | Reset

Telephony Devices

Phone - Home: Alias:

Phone - Mobile: Alias:

Phone - Work: Alias:

TTY/TDD Phone: Alias:

Data Devices

Email Personal: sample.email@domain.com Alias:

Email Work: gregory.i.cato.mil@mail Alias:

Text Messaging: 785-555-1234 (Mobile Number ex. 785-555-1212) Alias:

Email - Home: Alias:

Email - Work: Alias:

Save |

10 Enter applicable phone numbers.

11 Enter Personal (or family) Email Address.

12 Enter Mobile Number for Text Messages: (Mobile Number must be entered here to receive text messages)!

13 You must SAVE before closing!

14 Close the open Window by clicking "X" in upper right corner.

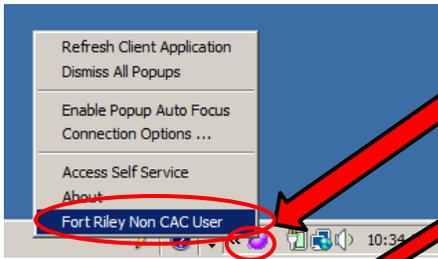
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Sign up others for severe weather alerts from your Fort Riley Computer!

Fort Riley will send Severe Weather notification to your family members via email or text.



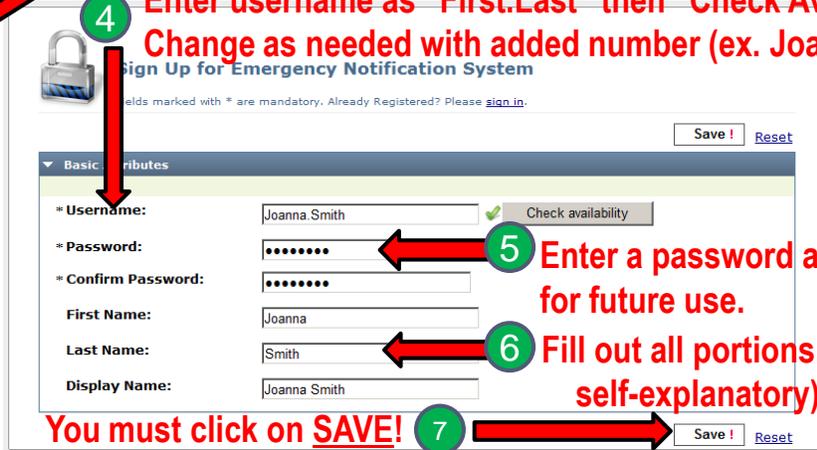
1 With CAC-user logged in, find the "Purple Globe".

2 Click Purple globe icon and select "Fort Riley Non CAC User" (if "Select Digital Signature" pops up, click "Cancel")

3 Select the "Sign Up here" Link.



4 Enter username as "First.Last" then "Check Availability". Change as needed with added number (ex. Joanna.Smith1).

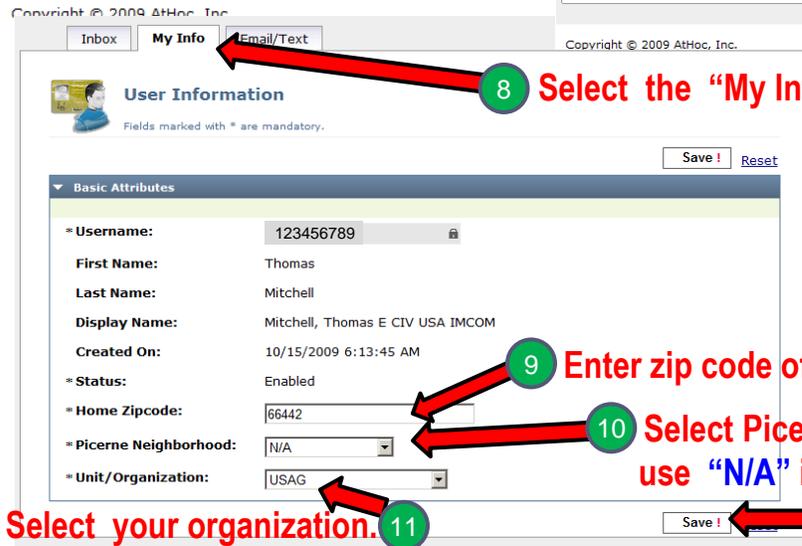


5 Enter a password and note for future use.

6 Fill out all portions. (They are self-explanatory).

You must click on **SAVE!**

7

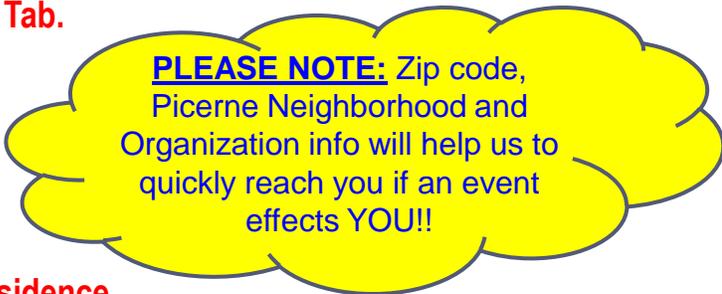


8 Select the "My Info" Tab.

9 Enter zip code of residence.

10 Select Picerne Housing Neighborhood if you live on post, use "N/A" if you live off-post.

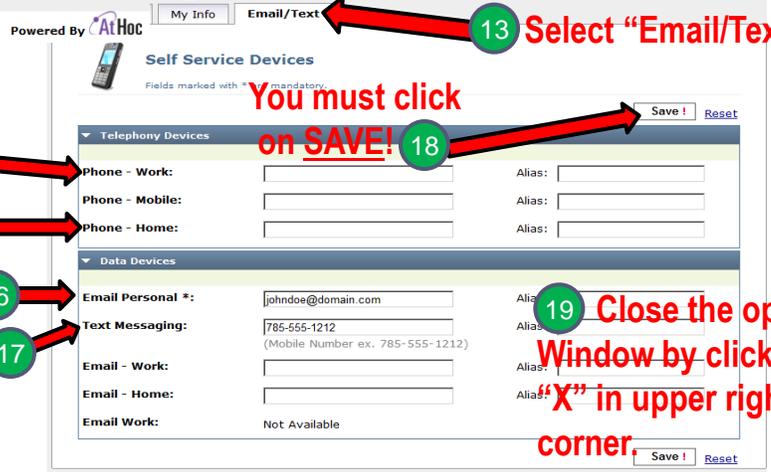
Select your organization. 11



12 You must click on **SAVE!**

13 Select "Email/Text" Tab.

14 Enter work number (if applicable).
15 Enter phone numbers.
16 Enter Personal (or family) Email Address.
17 Enter mobile number. (Mobile Number must be entered here to receive text messages)!



You must click on **SAVE!**

18
19 Close the open Window by clicking "X" in upper right corner.