

ALERT! Mass Warning Notification System

System Enrollment Handout

➤ Right click on the ! icon in your government computer's system tray and select "Edit Contact Info" OR visit:

<https://alertservices.csd.disa.mil/>

➤ Log into the system using your CAC "E-mail Certificate".

➤ Update your information or add/update Family Members:



Update

Add

ALERT! can only be accessed from a government computer connected to a .mil network or by VPN

➤ You can add any combination of 10 points of contact for yourself or each Family Member:

Contact Methods

Phone Numbers

Do NOT enter DSN numbers.

Phone Number* <small>(i)</small>	Extension <small>(i)</small>
<input type="text"/>	<input type="text"/>
Usage	Type <small>(i)</small>
Home	Cell
<input checked="" type="checkbox"/> Receive SMS	
<input type="checkbox"/> Shared/Non-Confirming <small>(i)</small>	

Email Addresses

Email Address* <small>(i)</small>	Usage
<input type="text"/>	Work

To receive text messages, ensure this box is checked

To add additional phone numbers or e-mail addresses, click these

➤ Ensure you associate your account to your Unit:

Associations * (i)

Description	Dates
Military Location: Army / USNORTHCOM / Fort Drum	
<input type="button" value="Remove"/>	
<input type="button" value="Add Military Location"/> <input type="button" value="Add Command Structure"/> <input type="button" value="Add Address"/> <input type="button" value="Add Additional Attribute"/>	

Your Fort Drum military location is already entered, DO NOT remove

Click on "Add Command Structure" and enter your Company-level UIC

➤ Save your Client account.