

The Department of Public Safety would like to thank you for your participation in beta testing the University's Emergency Notification System. As a participant in the beta testing phase, you will receive Emergency Text Messages and Email Alerts on the communications device which you designate.

Please note that the emergency notification messages you receive are for TEST purposes only. You can expect to receive several TEST messages during the course of the beta testing. All TEST messages will read:

This is a TEST of the University's Emergency Notification System –
TEST MESSAGE - TEST MESSAGE.

Once the testing phase is completed, and the University's Emergency Notification System is activated, you will NOT have to register again through the portal for emergency notifications via Emergency Text Messages and Email Alerts.

To register for the beta testing of the University's Emergency Notification System:

1. Enter the following web address into your web browser:
<https://my.umdj.edu/cp/home/displaylogin>
2. Login using your secure access login and password for the my.umdj portal.
3. Locate the "UMDNJ Toolbox" tab located on the left side of the page, and expand the "University-wide Toolbox" tab (if not done so already).
4. Click on "Emergency Notification Registration" link
5. Enter the required information. Complete all blocks of the form for all the devices which you select for emergency notifications.
6. Once you have completed step 5, Click on "Submit Form" and note the time submitted.

Once the form has been submitted, you should receive a test message from the University's Emergency Notification System, "alert@umdj.edu." Upon receiving the TEST MESSAGE:

Send an E-mail to Public Safety at the following address: publicsafety@umdj.edu.

The following information should be included in your correspondence:

1. The time you received the Emergency Text Message.
2. How long it took to receive the text message from the time you submitted the form.

3. How long it took to receive the Emergency text message at your primary email address.
4. If you listed an alternate email address, how long it took to receive the Emergency email message at the alternate email address.

If you do not receive a TEST Message within 20 minutes of your submission, notify Public Safety via email at: publicsafety@umdnj.edu.

Thank you again for your participation in this important initiative.