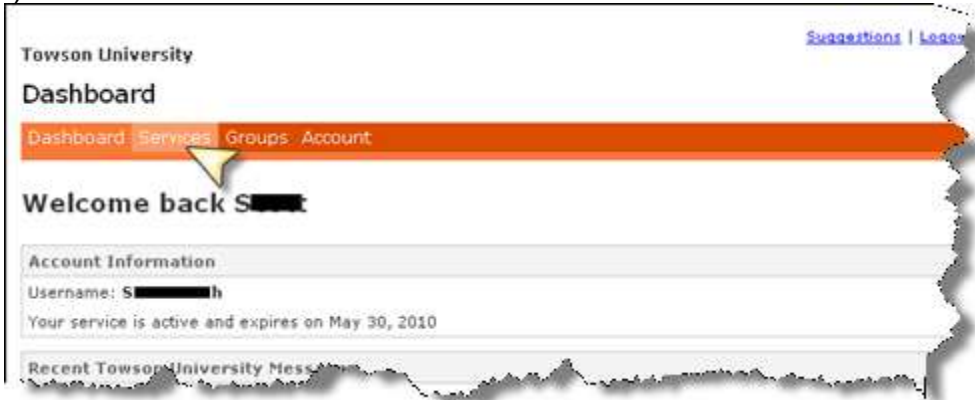


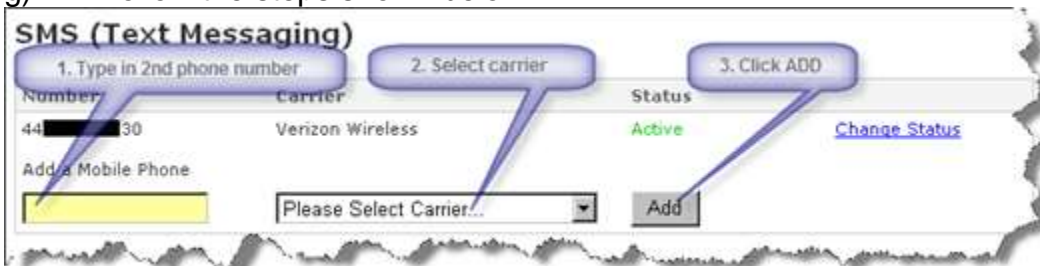
How to add a second cell phone to your account and/or sign up to receive e-mail emergency alerts in addition to text messages. **STUDENTS:** Use this method to add a parent to your account.

### **ADDING A SECOND TELEPHONE**

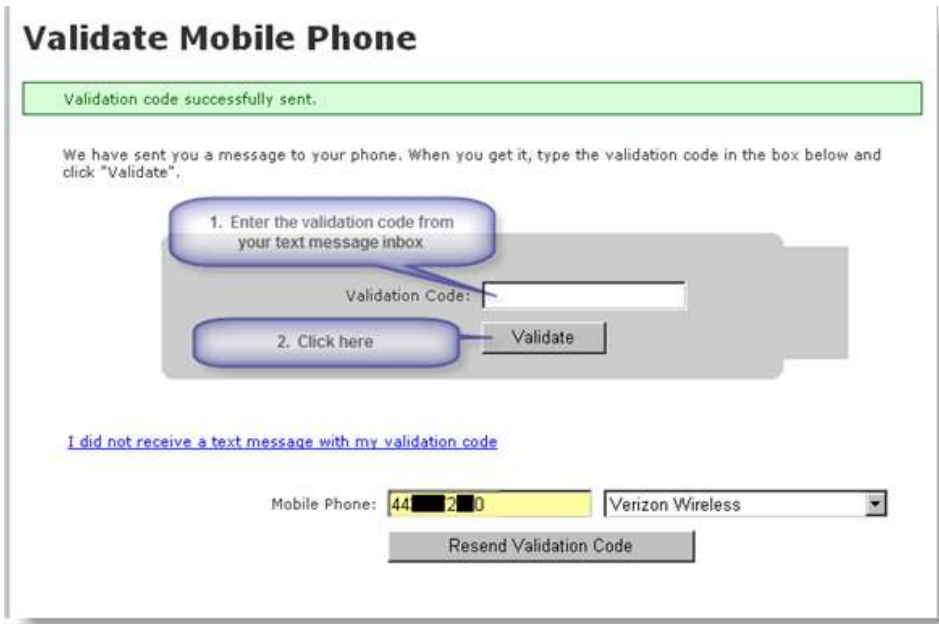
- a) Log in to your account.
- b) Go to the Towson University Police Website at:  
<http://www.towson.edu/publicsafety/police/notifications/html>
- c) Click on **REGISTER TO RECEIVE EMERGENCY ALERTS** on the right hand side of the screen.
- d) Click on **LOGIN TO YOUR ACCOUNT**.
- e) Type in your e2Campus User Name and Password.
- f) Click on **SERVICES** on the Dashboard Screen.



- g) Follow the steps shown below:



- h) The new cell phone just added will receive a validation code that you must type into the next screen.



i) A successful sign-up will result in this message on your computer.



j) This added telephone will receive all messages the primary telephone receives.

**SIGNING UP FOR E-MAIL OPTIONS**

Customers who opt for the e-mail delivery in addition to text messages will receive more detailed information since text messages must be limited to approximately 120 characters.

a) Enter your e-mail address as shown.

