



Rave Alert System

WMed has partnered with Rave Mobile Safety to provide an emergency alert system to inform you of emergency situations, closures, and other important notifications. The system allows for emergency messages to be sent via text and email.

You have been enrolled in the Rave Alert system with a Registration email (your @med.wmich.edu email or one you provided to us). To ensure that you are informed in an emergency, you will receive notifications to your Registration email and cannot opt-out of the alert system. You will not be spammed, and you will only receive information pertaining to emergency, crisis, weather-related or other closing, and critical service announcements. It is highly recommended that a mobile contact number be included in the Rave Alert system as it may be the quickest way to notify you of an emergency. The service is free, though charges from your mobile device phone service carrier may apply where applicable.

To take full advantage of the Rave Alert system, please log into the system using your WMed network username and password at <https://www.getrave.com/login/wmichmed>. The process is straightforward and should only take a few minutes to complete. Login instructions are included in this document if you need assistance with the process. You can enter your mobile device numbers (up to three numbers) and additional email addresses (up to two emails) into your user account.

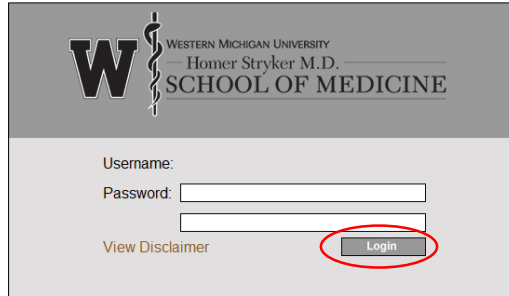
You must have the mobile device that will be your primary mobile number with you as the system will text you a confirmation code that you need to enter into the system to complete the set up process. There is not a confirmation process for the two additional mobile contacts, so you do not need to have the devices with you. Once you are finished, you log out and your user account is updated.

For all system users who have WMed-provided text pagers, your pager number has been uploaded into the system as your primary mobile number so that you can confirm the connection to the system. You click on CONFIRM and complete the steps to confirm your pager number. Your carrier must be selected as American Messaging, and a confirm code will be sent so that you have completed the process to successfully connect your pager with the Rave Alert system. In addition to the pager, we strongly recommend you also add a personal mobile device to your user account.

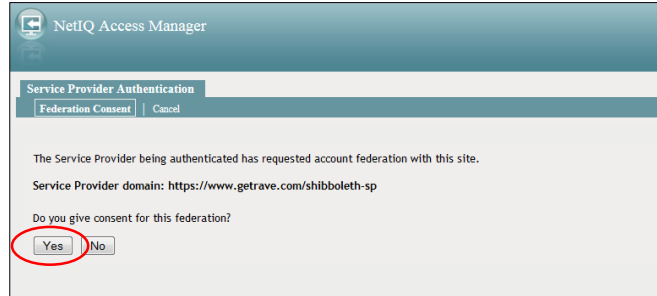
Thank you for your attention to this important matter. If you have any questions, please contact the IT Help Desk at helpdesk.helpdesk@med.wmich.edu or 269.337.4409. In the future, if you need to update your Rave Alert system user account, you can access the URL anytime from a link on the WMed intranet and student portal.

Login Instructions

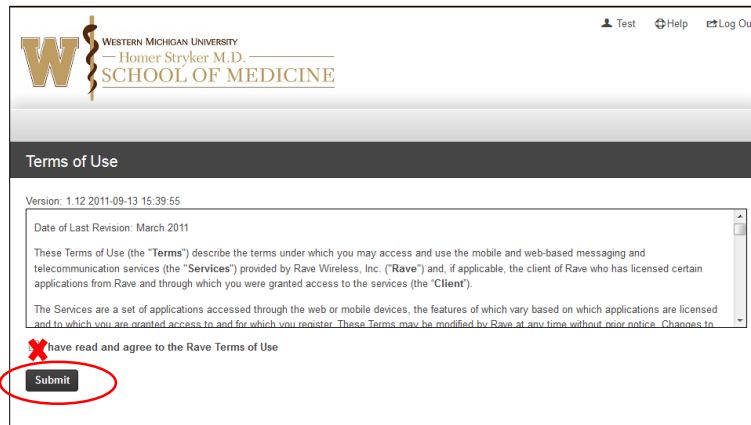
1. Type web URL <https://www.getrave.com/login/wmichmed> into your browser's address bar.
2. Enter your WMed network username and password into the appropriate fields. Then click the **Login** button.



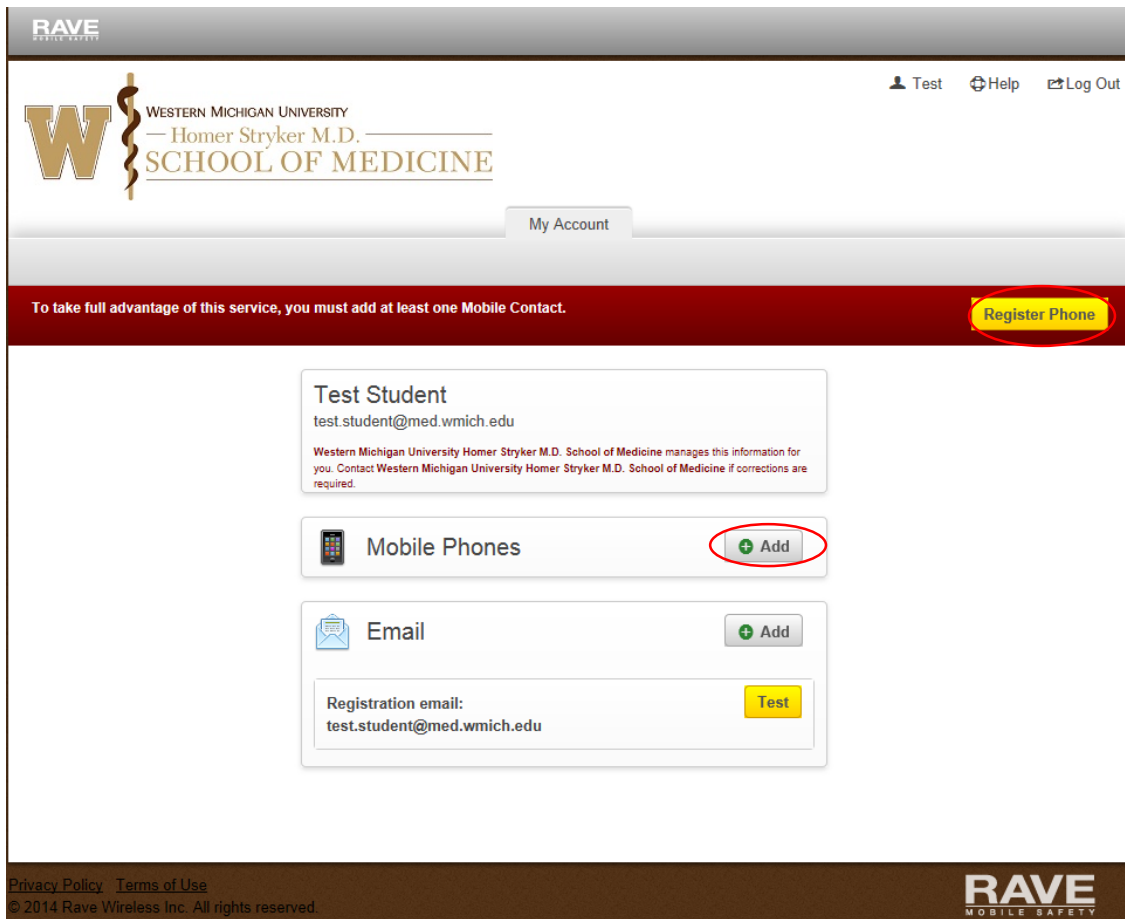
3. The first time you login to the Rave Alert System you will see the following Service Provider Authentication Federation Consent screen. Click on **Yes**.



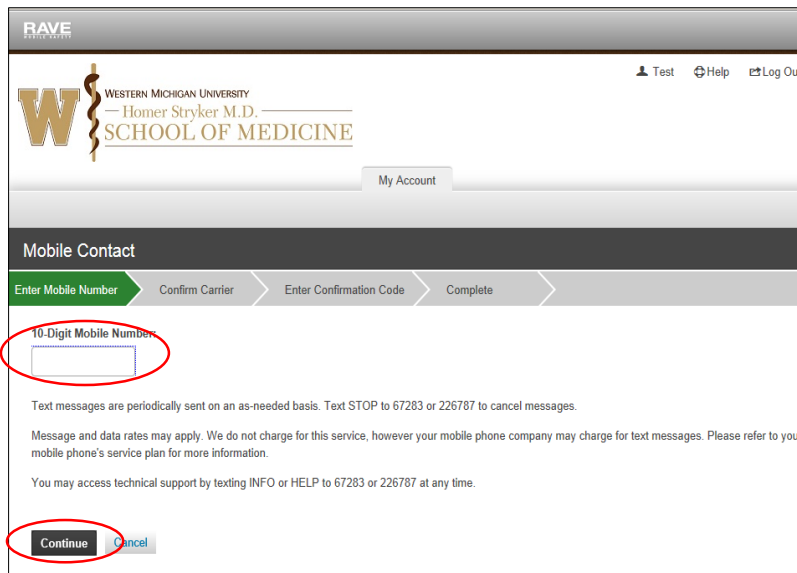
4. The first time you login to the Rave Alert System you will see the following Terms of Use screen. Review the terms and check the box next to **I have read and agree to the Rave Terms of Use**. Click on **Submit**.



5. You will be directed to your **My Account** screen. While a mobile contact is not required, it is highly recommended that you add at least 1 mobile contact. You can use the **Register Phone** (this button will disappear after you add one mobile device to your account) or the Mobile Phones **Add** to add your mobile contact(s).



6. The first mobile device that you add will become your Mobile Contact (1) [your primary mobile number]. A required confirm code will be texted to your device as part of the set up process. Enter the 10-digit mobile number. Click on **Continue**.



7. Confirm the Carrier. Click on **Continue**.

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My Account

Mobile Contact

Enter Mobile Number → **Confirm Carrier** → Enter Confirmation Code → Complete

Mobile Number: 269-806-5951

Confirm your carrier

Verizon Wireless

If your phone can receive texts and is not blocked, a 4-digit confirm number will be sent to 269-806-5951 . Message and data rates may apply. Once you confirm we will periodically send text messages to your phone. Reply STOP to cancel and HELP for text support.

Continue Cancel

8. A 4-digit confirm code will be sent via text to the mobile device that you entered into the system. The message will include **wmichmed: Your confirmation code is ####**. You must enter the 4-digit confirm code in the system. Click on **Continue**. If the confirm code does not appear via text message, click on **Resend Confirmation Code**. If it still does not appear, contact the Help Desk.

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My Account

Mobile Contact

Enter Mobile Number → Confirm Carrier → **Enter Confirmation Code** → Complete

Check your mobile phone. We have sent a text to 269-806-5951 .
If you have not received the text message containing a 4-digit code, [Click here to resend now](#).
If the mobile carrier is incorrect, [Click here to modify](#).

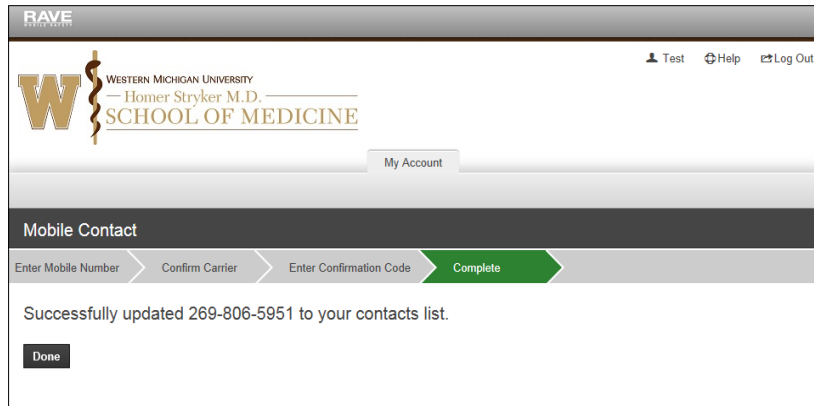
Confirmation code

Message and data rates may apply. Once you confirm, we will periodically send messages via text to your phone. Reply STOP to cancel and HELP for text support.


Failure to receive a confirmation code during mobile registration may be due to a premium messaging block placed by your carrier. If you do not receive a confirmation code, please contact your carrier and ask to have messages from shortcode 87293 and 226787 delivered to your mobile device.

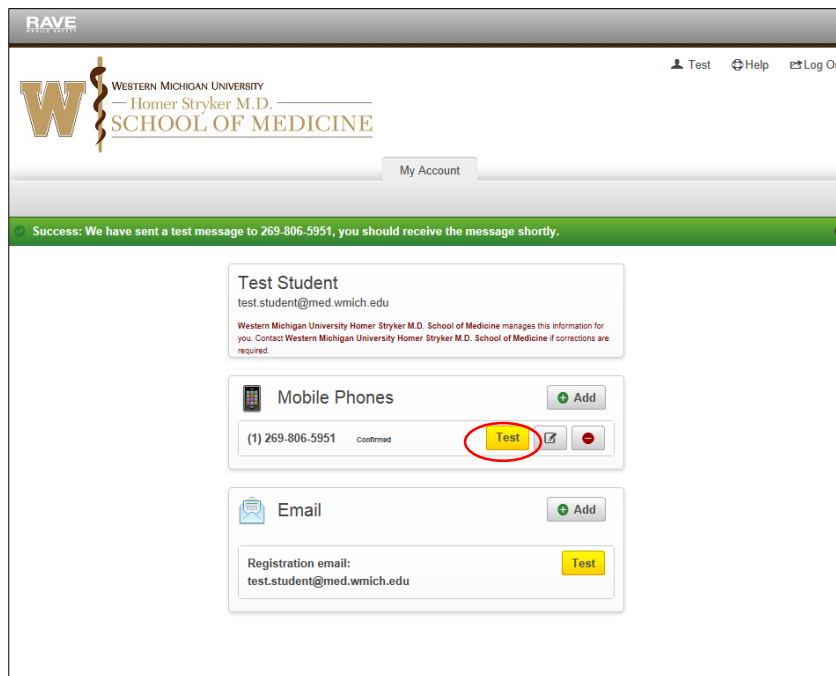
Delete Pending Number Resend Confirmation Code **Continue** Cancel

9. The process of adding your mobile contact is complete when you see this notification screen.



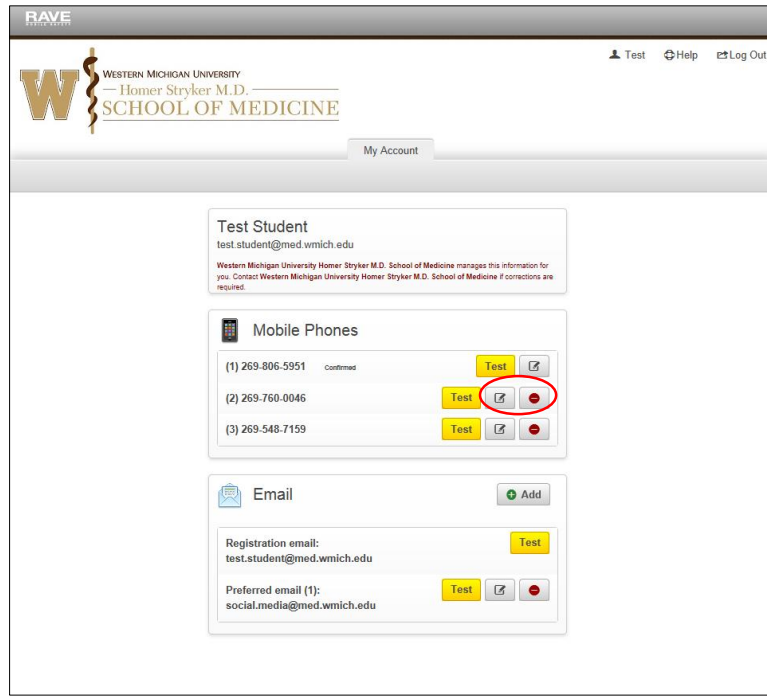
10. You will also receive a text message on your primary mobile device that includes **wmichmed: Your phone is confirmed.**

11. You can also click on  to send a test message to your mobile device to test it. The text message will include **Test, this is the test message you requested.**



12. You can up to 3 mobile contact numbers.

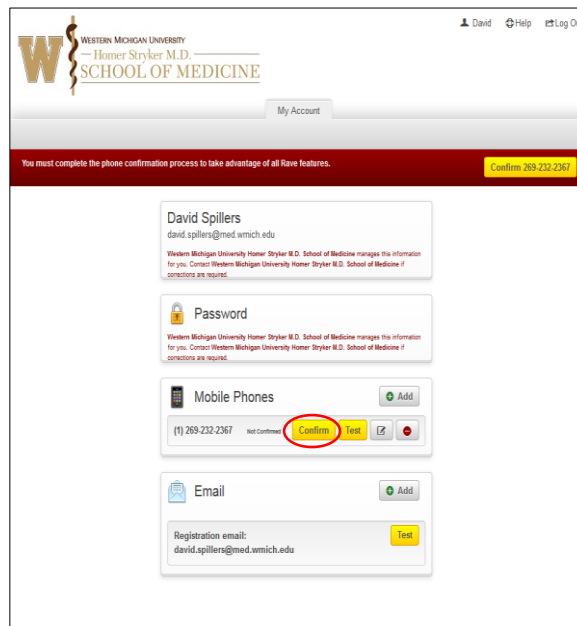
You can edit a mobile number using the **Edit**  or delete the entire mobile device with the **Delete** .




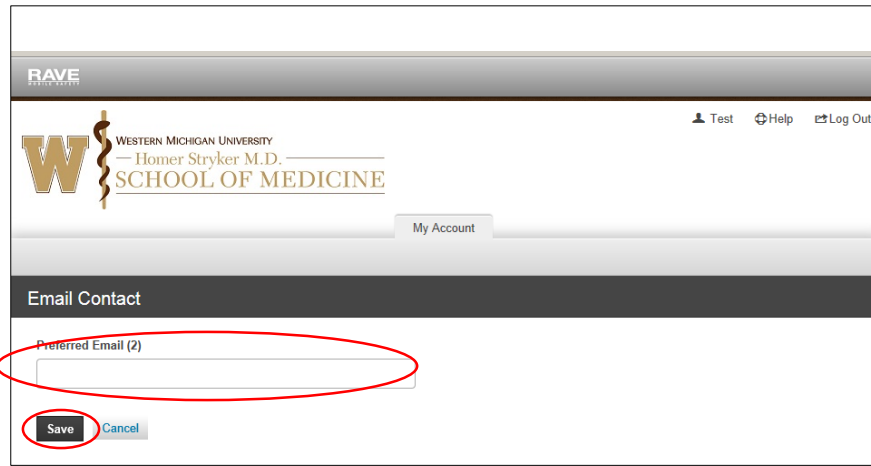
13. If you have a WMed-provided pager, your pager number has been uploaded into the system as your Mobile Contact (1) [your primary mobile number] because we want you to have the




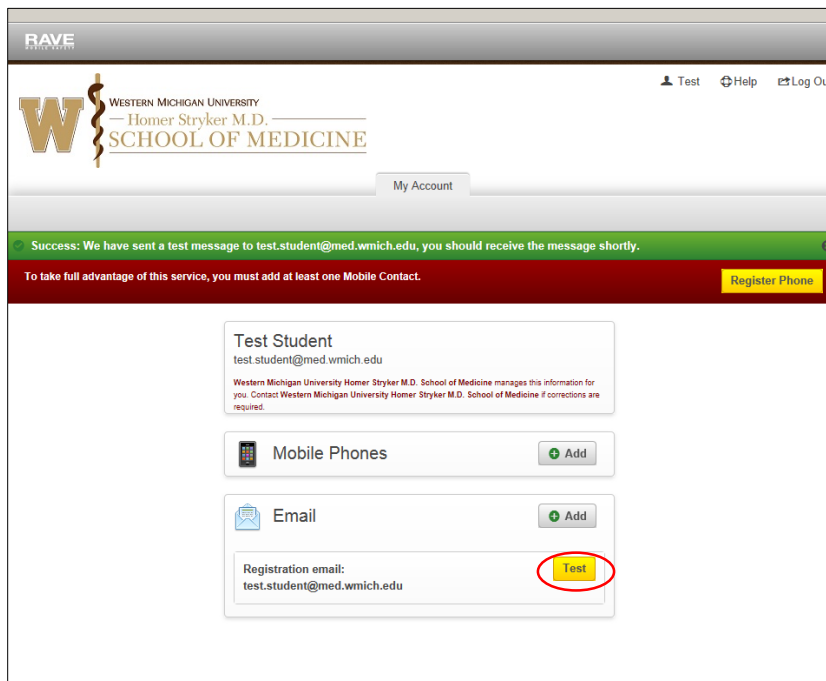
ability to confirm that your pager connection is functioning correctly. Click on and complete steps 8 thru 12 as listed above. PLEASE NOTE: The Carrier for WMed-pagers is American Messaging.



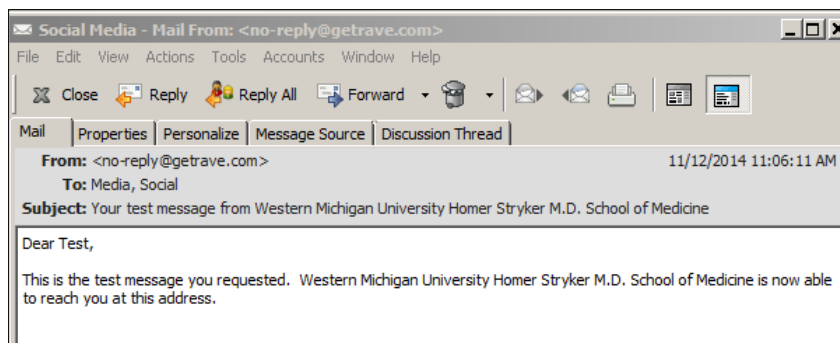
14. To add up to 2 more Preferred Email addresses, go to Email . Add the additional email address in the new open window. Click **Save**.





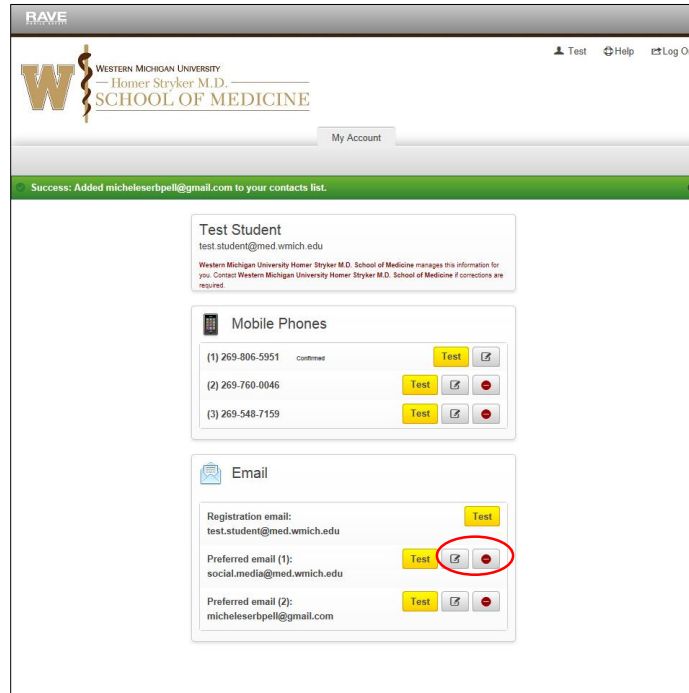
15. You can also click on  to send a test email message to your inbox. PLEASE NOTE: for a non-@med.wmich.edu email address, be sure to add @getrave.com as a safe domain from which to receive messages. If you do not need receive the test email message, check your spam filter or junk mail box to confirm that the email was not blocked.



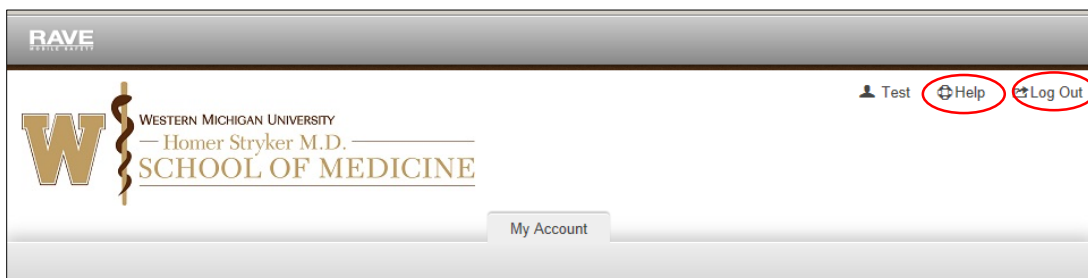
16. The test message will come from no-reply@getrave.com and look like the message below. Please do not reply to these messages. If you need to, contact the Help Desk.



17. In addition to the Registration email that has already been added to your account, you can add up to 2 more email addresses. You can edit an email address using the **Edit**  or delete an email address with the **Delete**  .



18. If you need additional assistance, click on **Help** at the top of the page for written instructions.



19. Click on **Log Out** when you are finished updating your account. At any time, you can access the Rave Alert System using the URL <https://www.getrave.com/login/wmichmed> and update your mobile contact or preferred email information.
20. For questions about the Rave Alert System, contact the IT Help Desk at Helpdesk.Helpdesk@med.wmich.edu or 269.337.4409.