

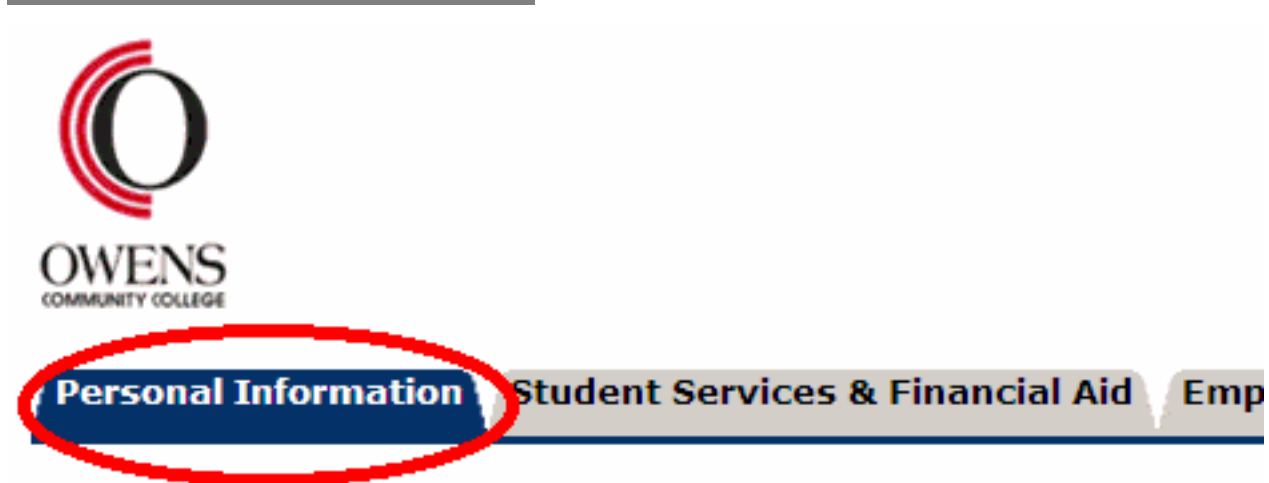
How can I start/stop having Owens contact me for emergencies and class cancellations?

1. Click the **Admin. Services** tab in your Ozone.



The screenshot shows the Ozone website header for Owens Community College. The navigation bar includes tabs for 'My Ozone', 'Blackboard', 'Admin. Services', 'Intranet', 'ONet', 'MailStore', and 'OMail+'. The 'Admin. Services' tab is circled in red. Below the navigation bar, there are sections for 'Zones' (My Ozone, Blackboard), 'My Announcements' (Personal Announcements, Holocaust Survivor Irving Roth - Tuesday, Feb. 14, Shadowland - Crosscoun), and 'What is m' (An OCID is sure to ke).

2. Then click the **Personal Information** tab.



The screenshot shows the Owens Community College logo and a navigation bar with tabs for 'Personal Information', 'Student Services & Financial Aid', and 'Emp'. The 'Personal Information' tab is circled in red.

Last web access on Jan 21, 2012 at 02:19 pm



Personal Information

View your address, phone number, and email address.



Student Services & Financial Aid

Complete an application for admissions; Register for classes; Display your requirements & awards.

3. Click the **Owens Alert** link.



Personal Information

Information Confirmation Summary

- [Home Address](#)
- [Program of Study](#)
- [Owens Alert](#)
- [Emergency Contacts](#)

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4. This will take you to the **Contact information** page:


Contact Information

Type	Preferred	Phone/Email
Home Phone	<input type="radio"/>	<input type="text" value="(419)555-5555"/>
Work Phone	<input type="radio"/>	<input type="text"/>
Mobile/Cell Phone	<input checked="" type="radio"/>	<input type="text" value="(419)555-5555"/>
Home Alternate Phone	<input type="radio"/>	<input type="text"/>
Alternate Work Phone		<input type="text"/>
Alternate Mobile Phone	<input type="radio"/>	<input type="text"/>
Text messaging (SMS) Phone		<input type="text" value="(419)555-5555"/>
TTY Phone		<input type="text"/>
E-mail Address		<input type="text"/>
Alternate E-mail Address		<input type="text"/>

Check the box below to subscribe to messages or clear the box to cancel messages. Click the save button at the bottom of the page for your changes.

Messages

Subscribed	Message Type	Description	Last change
<input checked="" type="checkbox"/>	Emergency	College closings, evacuations, lockdowns	04/27/2009
<input checked="" type="checkbox"/>	Instructor Class Changes	Class cancellations, room and time changes	01/26/2011
<input checked="" type="checkbox"/>	Reminder Advantage	Reminders for registration, graduation, financial aid and scholarships	01/26/2011

 Owens Community College assumes no responsibility for delivery charges associated with receiving subscribed notifications. A summary of charges will be provided to you.

5. Check to make sure the phone numbers listed are up to date and pick one to be your preferred line for Owens to contact you on.

Contact Information

Type	Preferred	Phone/Email
Home Phone	<input type="radio"/>	(419)555-5555
Work Phone	<input type="radio"/>	
Mobile/Cell Phone	<input checked="" type="radio"/>	(419)555-5555
Home Alternate Phone	<input type="radio"/>	
Alternate Work Phone		
Alternate Mobile Phone	<input type="radio"/>	

6. Make sure you have a cell phone listed under **Text Messaging (SMS) Phone**, you will not receive text messages if you don't.

Text messaging (SMS) Phone	(419)555-5555
TTY Phone	
E-mail Address	
Alternate E-mail Address	

7. If you would like Owens to send alerts to your e-mail address, enter it in the **E-mail Address** field. You can also enter an additional e-mail address in the **Alternate E-mail address** field.

E-mail Address	your_name@student.owens.edu
Alternate E-mail Address	yourname@yahoo.com

8. To sign up for Owens Alerts, check the boxes next to the alerts you would like to receive.

To stop Owens Alerts from coming to your phone, uncheck the boxes next to the alerts.

Messages

Subscribed	Message Type	Description
<input checked="" type="checkbox"/>	Emergency	College closings, evacuations, lockdowns
<input checked="" type="checkbox"/>	Instructor Class Changes	Class cancellations, room and time changes
<input checked="" type="checkbox"/>	Reminder Advantage	Reminders for registration, graduation, financial aid and scholarships

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Save Changes

Cancel Changes

9. Click **Save Changes**.

NOTE: If you have added, deleted or modified your Owens Alert Text Messaging (SMS) number you will receive a Text Message *from your wireless provider*. This message gives you instructions to unsubscribe or opt-out of our system. This message is required by law because not all colleges provide an unsubscribe or Help Desk services. **We recommend that you do not reply to the wireless providers' Text Message. If you unsubscribe using the providers' Text Message you must contact your provider to subscribe again. The College cannot override or act as your agent once you unsubscribe using the wireless providers procedure.** Please use the [Owens Alert Management](#) web page to make any updates.

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Revision: 6

Information Technology Services -> Owens Alert System -> How can I start/stop having Owens contact me for emergencies and class cancellations?

<https://www2.owens.edu/faq/entry/84/>