ATHOC REGISTRATION

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AtHoc Overview

- A pop-up alert program that will supersede all currently running programs to deliver emergency-related information
    - Forecasted severe weather
    - Commencement/completion of exercises which may affect traffic/ personnel movement or operations
    - Increases in FPCON
    - Emergency actions to be taken in the event of a threat

- Also has Email (work and personal) and SMS capabilities
    - Benefits personnel when not at their workstation when a significant incident is expected or in progress possibly resulting in their installation being closed or an authorization for non-mission essential personnel to delay reporting to work, directly improving sailor and employee safety.

AtHoc Overview

- The system is currently designed specifically for ONE-NET USERS.

- Pop-Ups will only occur at a ONE-NET workstation when logged in.

- Email and SMS require a One-Net account and workstation to initially register – this can be ANY One-Net workstation. Follow the instructions in this presentation to register email addresses and SMS devices!

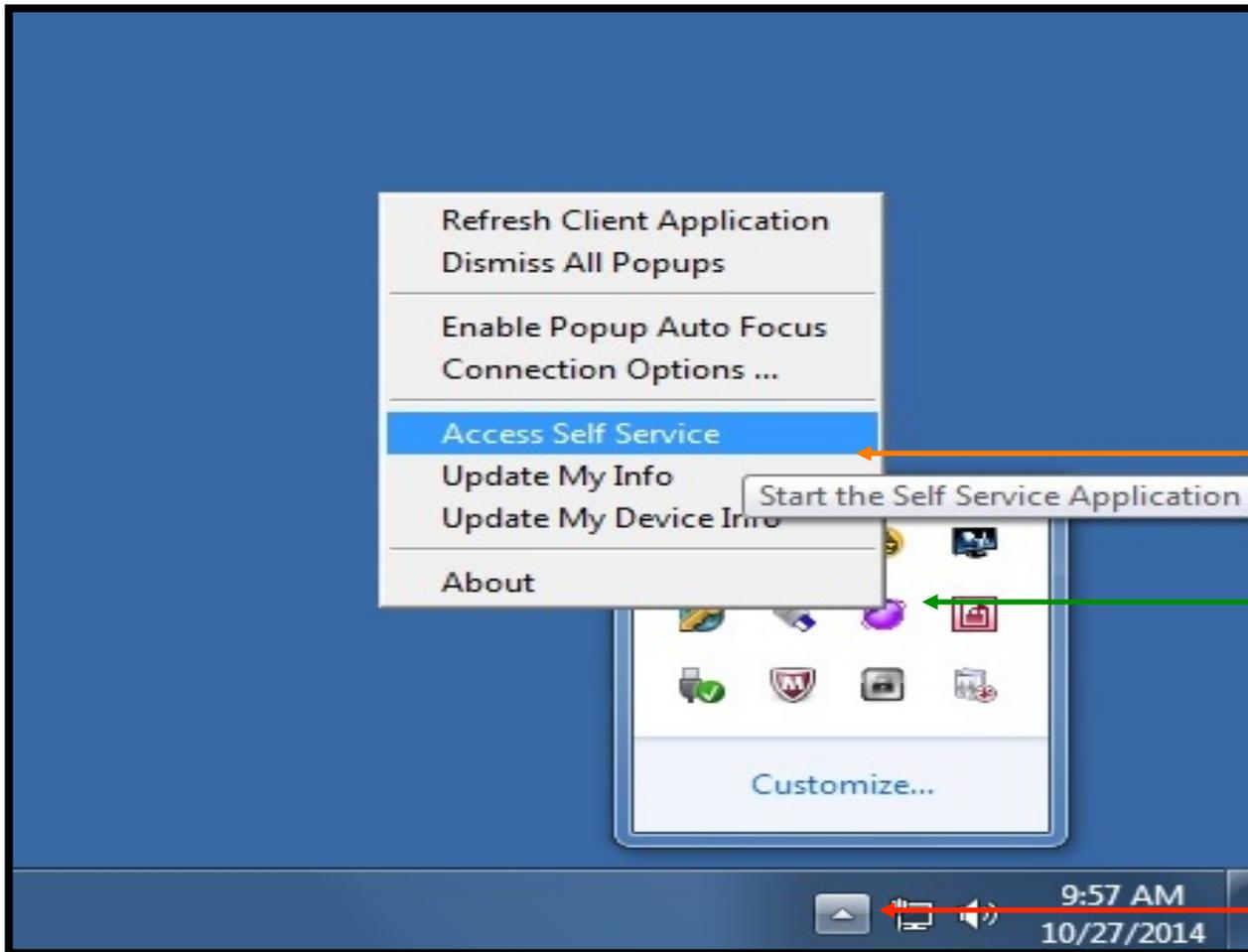- Non ONE-NET USERS can still received notifications via email and SMS.

Registration

1. Self Registration ONE-NET users follow slides 6 to 9.

2. For Non ONE-NET users please follow instructions in slide 10.

Registration

This is your desktop please find purple globe to access self service.

Refresh Client Application
Dismiss All Popups

Enable Popup Auto Focus
Connection Options ...

Access Self Service
Update My Info
Update My Device Info

Start the Self Service Application

About

Left Click

Right Click

Customize...

9:57 AM
10/27/2014

Left Click

EMERGENCY MANAGEMENT OFFICE
NSA BAHRAIN

Registration

This is your inbox where you will see a record of received messages.

EMERGENCY MANAGEMENT OFFICE
NSA BAHRAIN

Registration

This is your info.

Save when done.

Fill in your First, Last, and Display Names.

Leave blank if command is not listed. Buildings, Base Zones and Ships is optional.

Registration

These are your devices (means of notification).
Save when done.

ENTER Cell phone number with NO DASHES (011973XXXXXXX). Select "Accept as is!"

DO NOT ENTER.*

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Non ONE-NET Users

Please complete and send spreadsheet to
NSA.Bahrain.EMO@me.navy.mil.
We ask commands and departments to try to consolidate spreadsheets
for easier entry.

	A	N	O	P	T	U	Z	AA	AB	AC	AE
1	Username	First Name	Last Name	Major Tenant Command	Device: Email - Home	Device: Email - Work - Primary	Device: Phone - Home	Device: Phone - Mobile	Device: Phone - Work	Device: SMS	
2	john.doe	john	doe	NSA	john.doe@gmail.com	john.doe@me.navy.mil	011973XXXXXXXX	011973XXXXXXXX	0119731785XXXX	011973XXXXXXXX	
3											
4											
5				*Spreadsheet can be found at:							
6				http://cnic.navy.mil/regions/cnreurafswa/installations/nsa_bahrain/om/emergency_management/							
7				mass_warning_and_notification.html							
8											

The highlighted fields are the most common devices that are targeted when releasing messages. We strongly encourage all to input information into those fields. Please fill in SMS field (Column AC) to receive text message alerts. "Phone" fields (Columns Z-AA) will provide a robo-call alert. ***Please follow examples provided when inputting information***

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Troubleshooting

For any problems registering please call or
e-mail at:

439-9999
439-9040

NSA.Bahrain.EMO@me.navy.mil

Thanks for registering!