How to Sign up for Alerts

Go to the Athletics main page, and click on the left tab that says “Team Pages & Alerts”

1. Choose your team of interest
2. On your team’s page, there will be a maximum of 4 tabs on that page: Overview, Schedule, Roster, and Coaching Info
3. Click on the Orange/Gray “Alerts” button on the top of the team page
4. A pop-up window will show a log-in page. If you are not a user, create an account and be sure to remember your username (email) and password
5. When you log in, you come to a “Manage Your Settings” page for that team
   - You can select your email address to receive updates;
   - You can select when these updates come;
   - You can select what you want to receive (postponements/cancellations & also scores/results)
6. When finished, click on “Update Settings”
7. Now you are brought to a page where you can “Add Text Enabled Phone”
   - Select type of phone
   - Enter number
   - Select carrier
8. Your verification code is texted to you. Use this code on the next page to “Verify”
   - You’re phone should now be “text enabled”
9. Now click on your team of interest that is listed under the “My Subscriptions” tab you should still be in
10. You will be brought to a page where you can select/deselect where your alerts will go.
    - You can have them go both to email and phone!
11. Now, under “Current Subscriptions” (in the “My Subscriptions” tab), you can select where your news alerts go, and which ones you’re receiving by clicking on the “settings” next to the “News Alerts” line
    - For example, if we post a news item, you will get it sent to you! (ie: the press release on the Fall teams working with CATZ!)
12. You can always change your settings by clicking on the red “x” box next to teams, or going into the settings for “News Alerts” and selecting/deselecting categories
    - Note: to get into your profile, click on the “Alerts” button for a team you already subscribe to; if you click on another team, that team will be automatically included in your teams that you’re following, listed in your settings.