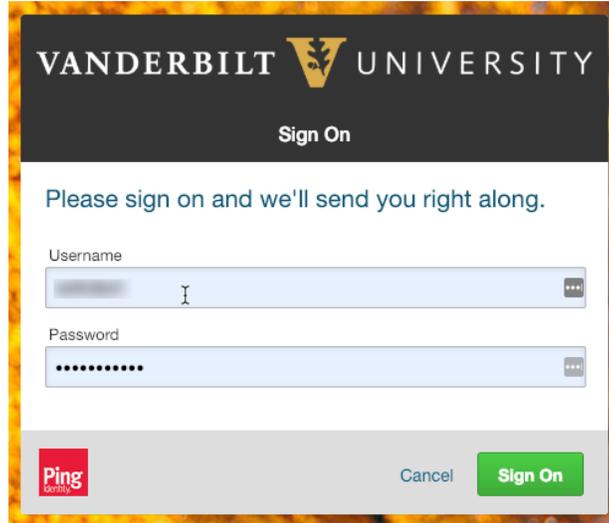


Updating AlertVU Phone Preferences  
Vanderbilt Student Guide

1

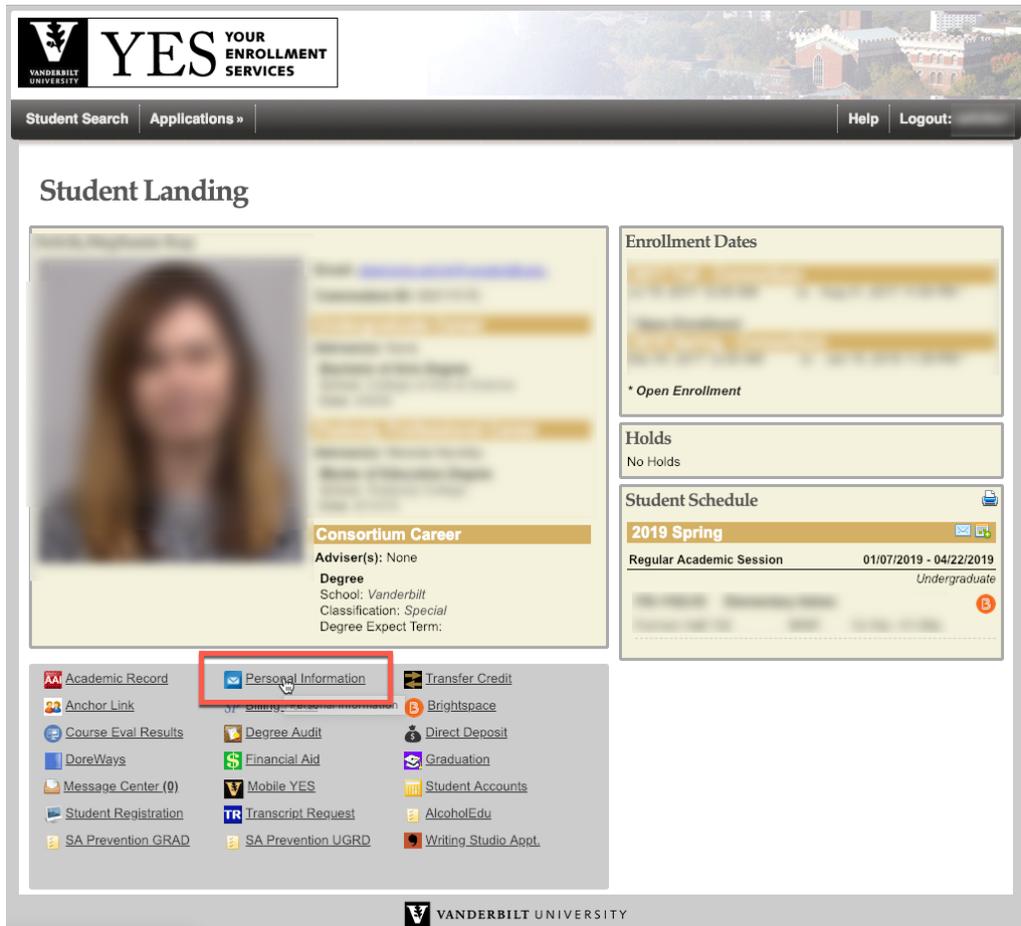
Log into YES using your VUnetID and e-password.  
Additional authentication via DUO may be required.



The image shows the 'Sign On' page for Vanderbilt University. At the top, it says 'VANDERBILT UNIVERSITY' with the university logo. Below that is a 'Sign On' heading. A message reads 'Please sign on and we'll send you right along.' There are two input fields: 'Username' and 'Password'. The 'Username' field contains a blurred name and a cursor. The 'Password' field contains a series of dots. At the bottom left is a 'Ping' logo, and at the bottom right are 'Cancel' and 'Sign On' buttons.

2

Click on "Personal Information."



The image shows the 'Student Landing' page in the YES (Your Enrollment Services) system. The header includes the Vanderbilt University logo and 'YES YOUR ENROLLMENT SERVICES'. Navigation links for 'Student Search' and 'Applications »' are visible, along with 'Help' and 'Logout:'. The main content area is titled 'Student Landing' and features a student profile card on the left with a photo and details like 'Adviser(s): None', 'Degree', 'School: Vanderbilt', 'Classification: Special', and 'Degree Expect Term:'. To the right are sections for 'Enrollment Dates', 'Holds' (No Holds), and 'Student Schedule' for '2019 Spring'. At the bottom, a grid of service links is displayed, with 'Personal Information' highlighted by a red box. Other links include Academic Record, Anchor Link, Course Eval Results, DoreWays, Message Center, Student Registration, SA Prevention GRAD, Transfer Credit, Brightspace, Direct Deposit, Graduation, Student Accounts, AlcoholEdu, Writing Studio Appl., Degree Audit, Financial Aid, Mobile YES, and Transcript Request.

3

Click "Edit" within the Phone Numbers pane.

The screenshot shows a web application interface with a dark header containing 'Applications »' and 'Help Logout'. Below the header are four tabs: 'Student Addresses', 'Emergency Addresses', 'Parental Addresses', and 'Personal Information'. The 'Personal Information' tab is active. It contains several address panes: 'Vanderbilt Email', 'Campus Residence', 'Permanent (Home) Address', 'Local (Mailing) Address', and 'Phone Numbers'. The 'Phone Numbers' pane is highlighted with a red box, and the 'Edit' button within it is also highlighted with a red box.

4

Change, Edit, or Erase your active phone numbers and designate which numbers will be your AlertVU numbers.

\*Note: Only "Mobile" and "Other" numbers may be AlertVU phone numbers.

The screenshot shows a dialog box titled 'Information Entry' with a close button (X) in the top right corner. The main content is titled 'Edit Phones' and contains a table with the following columns: 'Country', 'Phone', 'Ext.', 'Primary', 'AlertVU Phone', and 'AlertVU Text'. The rows are labeled 'Mobile:', 'Dormitory:', 'Home:', 'Other:', and 'Local Land:'. The 'AlertVU Phone' checkbox for the 'Mobile:' row is highlighted with a red box.

	Country	Phone	Ext.	Primary	AlertVU Phone	AlertVU Text
Mobile:				<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Dormitory:				<input type="checkbox"/>	<input type="checkbox"/>	
Home:				<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Other:				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Local Land:				<input type="checkbox"/>	<input type="checkbox"/>	

Buttons: Save, Cancel

5

Click "Save" to save changes and close the Information box.