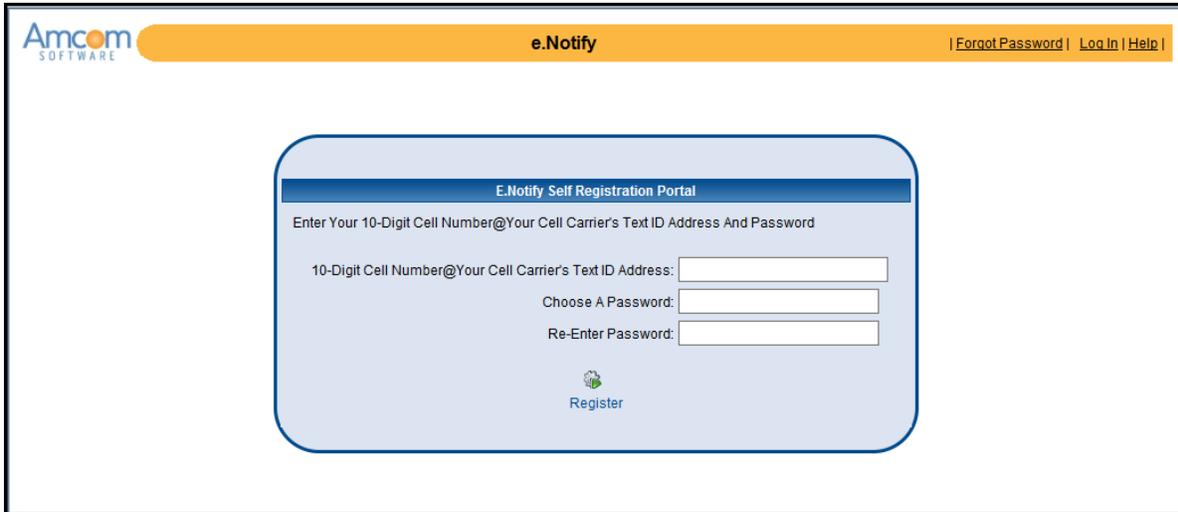


Text Alert Registration Instructions

(Contractors Employed by Inova, Volunteers, and Nursing and Allied Health Students)

1. Log in to [Inova Text Alert](#)



The screenshot shows the 'e.Notify Self Registration Portal' interface. At the top, there is a header with the Amcom Software logo on the left, the text 'e.Notify' in the center, and links for 'Forgot Password', 'Log In', and 'Help' on the right. Below the header is a registration form with the title 'E.Notify Self Registration Portal'. The form contains the instruction 'Enter Your 10-Digit Cell Number@Your Cell Carrier's Text ID Address And Password'. There are three input fields: '10-Digit Cell Number@Your Cell Carrier's Text ID Address:', 'Choose A Password:', and 'Re-Enter Password:'. A 'Register' button with a green icon is located at the bottom of the form.

2. Enter your 10-digit cell number@carrier, create a password (6-character minimum), confirm the password and save by selecting the **Register** button.

Please Note: The cell phone numbers **MUST** be entered precisely as listed in the sample entries below with the cell phone carrier address, in order to receive the Inova text notifications.

Sample entries:

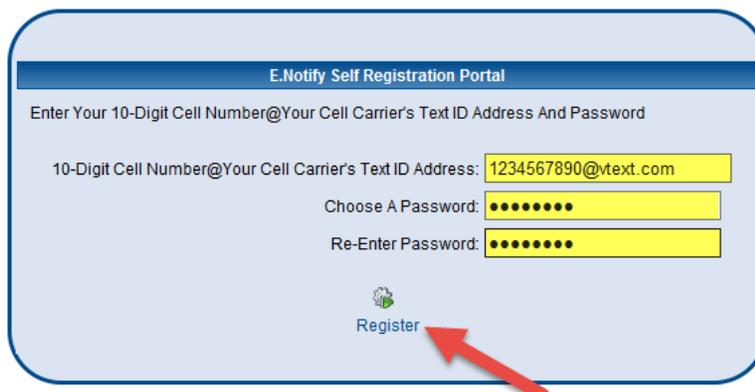
Sprint: 1234567890@messaging.sprintpcs.com

Verizon: [1234567890@vzvmg.biz](#)

AT&T: 1234567890@txt.att.net

T-Mobile: 1234567890@tmomail.net

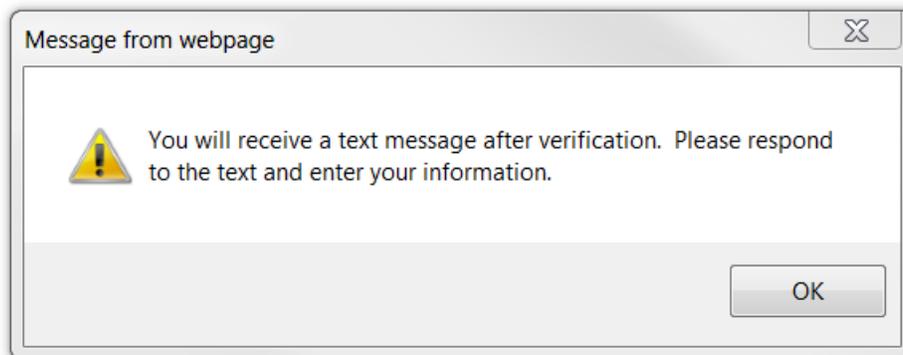
For additional carriers not listed above, please visit: <http://www.notepage.net/sntp.htm>



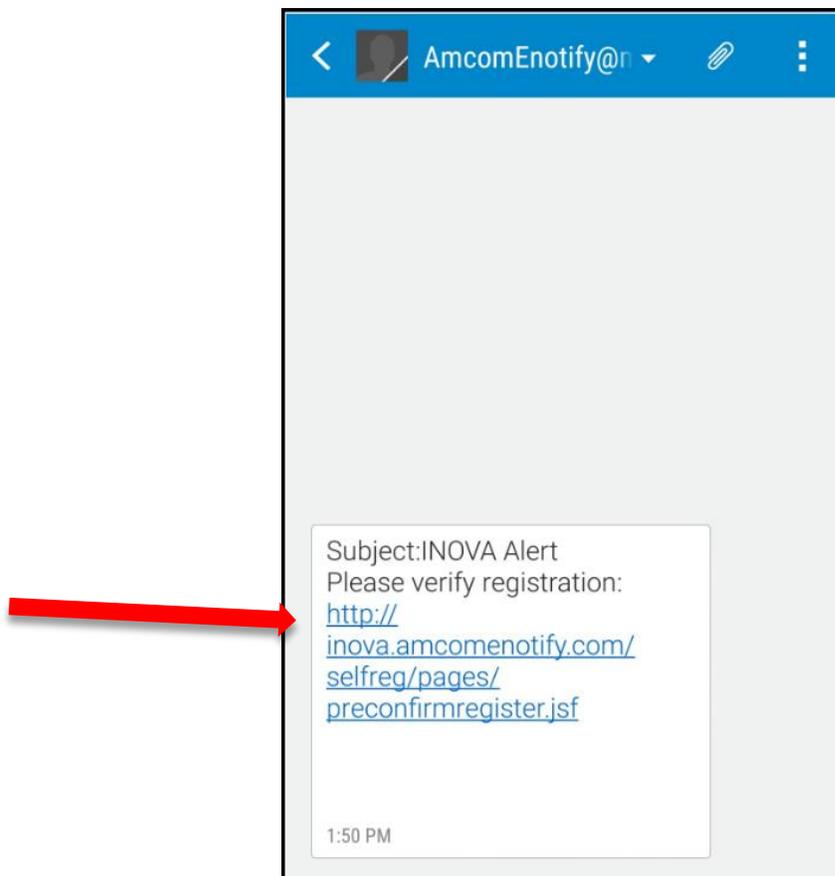
This screenshot shows the same registration form as above, but with sample data entered into the fields. The '10-Digit Cell Number@Your Cell Carrier's Text ID Address:' field contains '1234567890@vtext.com'. The 'Choose A Password:' and 'Re-Enter Password:' fields are filled with seven dots. A red arrow points to the 'Register' button at the bottom of the form.

3. After selecting the **Register** button, a confirmation window will display indicating you will receive an email (it will actually be a text message to your phone) to which you must respond to complete the registration process.

Select **OK** to acknowledge the message.



4. Momentarily, you will receive a text message similar to the one in the screenshot below.



5. To continue the registration process, either select the link from the text message you receive, or access that same URL from any computer:
<http://inova.amcomenotify.com/selfreg/pages/preconfirmregister.jsf>

6. Enter the 10-digit cell number@carrier and **Password** created in the previous step. Select the **Log In** button.

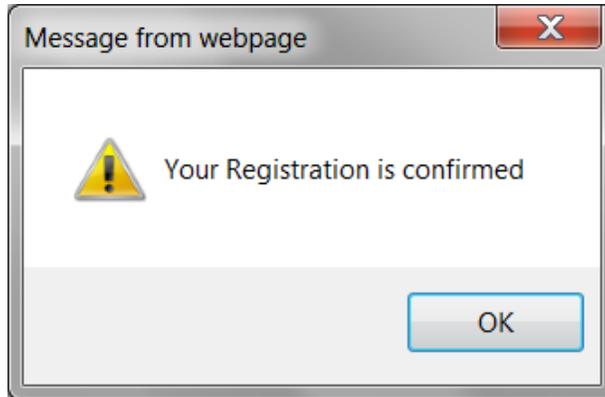
The screenshot shows the 'e.Notify' interface with a header containing the Amcom Software logo and navigation links for 'Forgot Password', 'Log In', and 'Help'. The main content area features a rounded rectangular form titled 'Login to confirm Registration'. This form contains two input fields: 'Cell # @ Carrier Name:' and 'Password:'. Below these fields are two buttons: 'Log In' (with a green checkmark icon) and 'Cancel' (with a red X icon).

This screenshot shows the same 'Login to confirm Registration' form as above, but with data entered. The 'Cell # @ Carrier Name:' field contains '1234567890@vtext.com'. The 'Password:' field is masked with ten black dots and includes a small eye icon to toggle visibility. The 'Log In' and 'Cancel' buttons remain at the bottom.

7. Upon logging in, a screen will pop up called **Enter Your Contact Information**. The **ONLY** information required is: Last Name, First Name, Contractor Company Name, Facility Location and Cell Number. After this information has been entered, select the **Confirm Registration** button to finalize the registration.

The screenshot displays the 'Enter Your contact information' form. The title bar reads 'Enter Your contact information' and the section is labeled 'Personal and Contact Information'. The form includes several input fields: 'First Name', 'Last Name', 'Company', 'Location', 'City', 'State' (a dropdown menu), 'Zip Code', 'Phone Number: Home', and 'Phone Number: Cell'. At the bottom is a 'Confirm Registration' button with a green checkmark icon. Five red arrows point from the right side of the image to the 'First Name', 'Last Name', 'Company', 'Location', and 'Phone Number: Cell' fields, indicating they are the only required fields.

8. After selecting the **Confirm Registration** button, a window will display confirming registration. Press **OK** to acknowledge.



At this point, you are registered and will receive Inova text notifications, despite the confirmation window indicating you can now Sign Up to receive Notifications.

No further action is required.