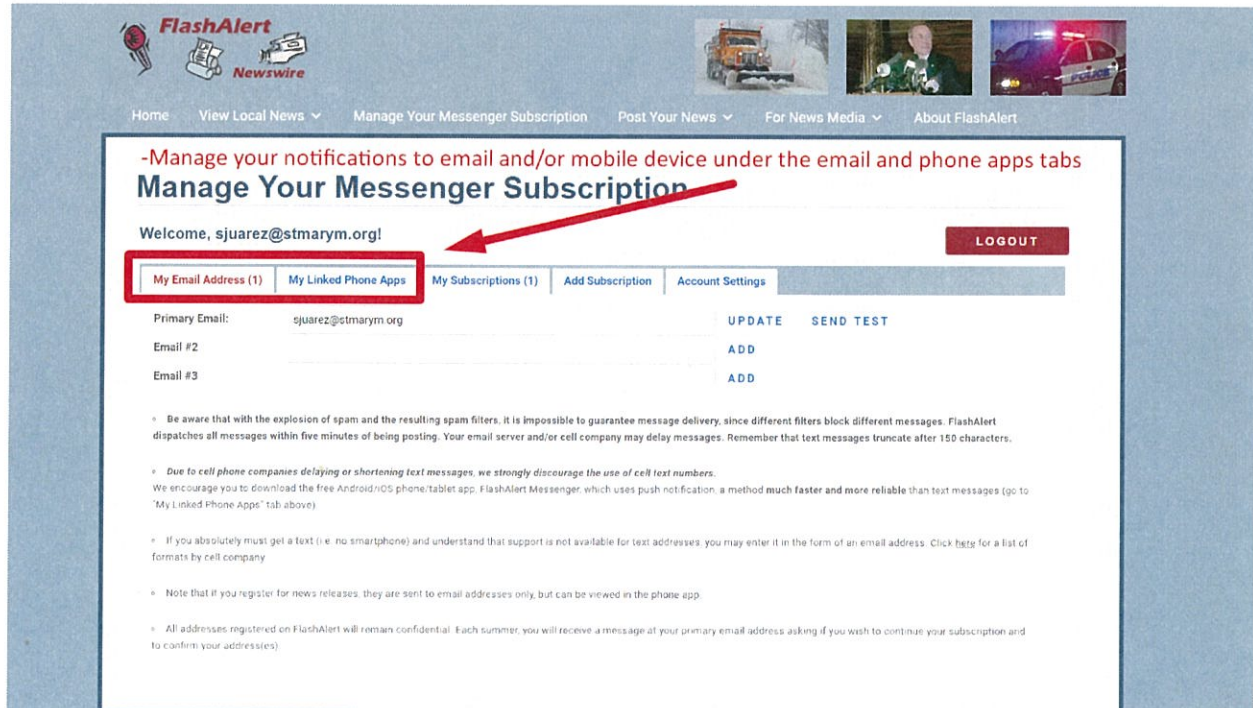


Hello SMM Families! This year we will begin utilizing a new notification alert system for late start and school closures due to inclement weather. It is called FlashAlert. If you have an email on file with SMM, you should already have an account created for you. If you do not, you may follow the FlashAlert link on our school website to create your own account. The steps to complete the setup of your account are listed below. The **log in** information is your **email address** and password is **catholicschool**. It is recommended that you change this once your account is created.

- 1) Check your inbox for message from FlashAlert, follow the link to validate your account.



- 2) Once logged in to FlashAlert you can update and manage notifications as needed.



- 3) Manage subscriptions under these tabs. We recommend also subscribing to Everett School district alerts. As a rule, our school is closed when Everett school district is closed.

The screenshot shows the 'FlashAlert Newswire' website interface. The navigation bar includes 'Home', 'View Local News', 'Manage Your Messenger Subscription', 'Post Your News', 'For News Media', and 'About FlashAlert'. The main heading is 'Manage Your Messenger Subscription'. Below the heading, it says 'Welcome, sjuarez@stmarym.org!' and has a 'LOGOUT' button. A horizontal menu contains five tabs: 'My Email Address (1)', 'My Linked Phone Apps', 'My Subscriptions (1)', 'Add Subscription', and 'Account Settings'. The 'Add Subscription' tab is highlighted with a red box. Below the tabs, there is a section for 'Subscribe to an Organization' with a note: 'Please note that all schools & orgs use FlashAlert for media notifications, but not all offer a subscription option for the public.' A 'Region' dropdown menu is open, showing a list of regions including 'Bend/Central-Eastern Oregon', 'Boise/Southern Idaho', 'Colorado Springs/Pueblo', 'Columbia (Tri-Cities/Yakima/Pendleton)', 'Eugene/Spring/Rose/Alb/Corv', 'Ketchikan', 'Medford/Klamath Falls/Grants Pass', 'Portland/Vanc/Salem', 'Seattle/Western Wash', 'Spokane/East Wash/North Idaho', and '~Test Region'. At the bottom of the page, there is a red text instruction: 'Click on tab to add subscriptions'.

- 4) Your password may be changed under the Account Settings tab.

This screenshot shows the same 'FlashAlert Newswire' website interface as the previous one, but with the 'Account Settings' tab highlighted with a red box. The navigation bar and main heading are identical. The 'Account Settings' tab is selected, and the page content has changed. It displays 'Welcome, sjuarez@stmarym.org!' and a 'LOGOUT' button. A red text instruction reads: '-Change your password under Account Settings tab.' Below this, there are two sections: 'Change your Account Password:' and 'Delete your FlashAlert account:'. The 'Change your Account Password' section includes 'New Password:' and 'Confirm New Password:' labels, followed by a 'CHANGE PASSWORD' button. The 'Delete your FlashAlert account' section includes a 'DELETE THIS ACCOUNT' button.