



MICHIGAN STATE UNIVERSITY

ALERT

DESKTOP ALERT

INSTRUCTIONS FOR INSTALLING DESKTOP ALERT ON APPLE MAC OS

1. Download the MSU Alert.pkg file from the <https://alert.msu.edu> website under "Computer Notifications"

The screenshot shows a web browser window with the URL <https://alert.msu.edu/desktop-alert/>. The page features a dark green navigation bar with links: Home, Check Your Settings, Alerts, Computer Notifications, FAQ, and Support. Below the navigation bar is the MSU logo and the text 'MICHIGAN STATE UNIVERSITY' followed by 'ALERT' in red. The main content area is titled 'Computer Notifications' and contains a paragraph explaining the software package. To the right, there is a 'Self Service Portal' section with a 'PORTAL LOGIN' button and a 'Nixle Community Alerts' section with a text box for subscription.

Computer Notifications

MSU has made available to the community a new software package that will display a pop-up message on your Windows or MacOS computer when an alert is launched. It is called "Alertus Desktop Notification" and is configured to run in the background of your computer when it is connected to retrieve emergency or outreach messages that are launched. You can click on the link to download this software for your desktop. It will install on your computer automatically after the download from the site. If you have any questions, please contact MSU Alert Support.

MSU Alert – Alertus Desktop Notification for Microsoft Windows

Install Instructions Microsoft Windows

MSU Alert – Alertus Desktop Notification for Apple MacOS

Install Instructions Apple MacOS

Self Service Portal

Login to the Everbridge self service portal to manage your contact data. You will be redirected to an MSU login page to use your NetID credentials for authentication. After a successful login, you will be on the everbridge.net site to manage your information.

PORTAL LOGIN

Nixle Community Alerts

If you are not an MSU student or employee and would like to receive MSU ALERT notifications, you can subscribe to our NIXLE channel.

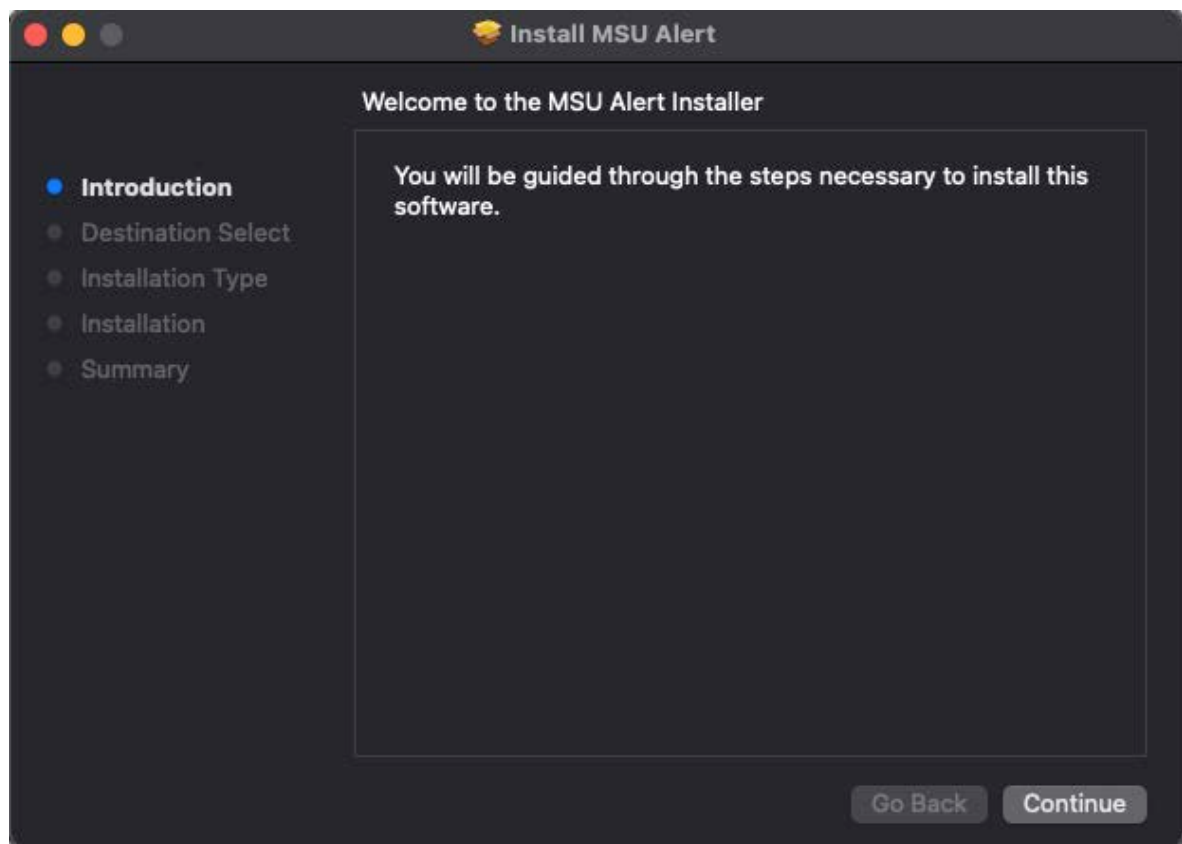
Text MSUALERT to 888777

Message and data rates may apply. Message

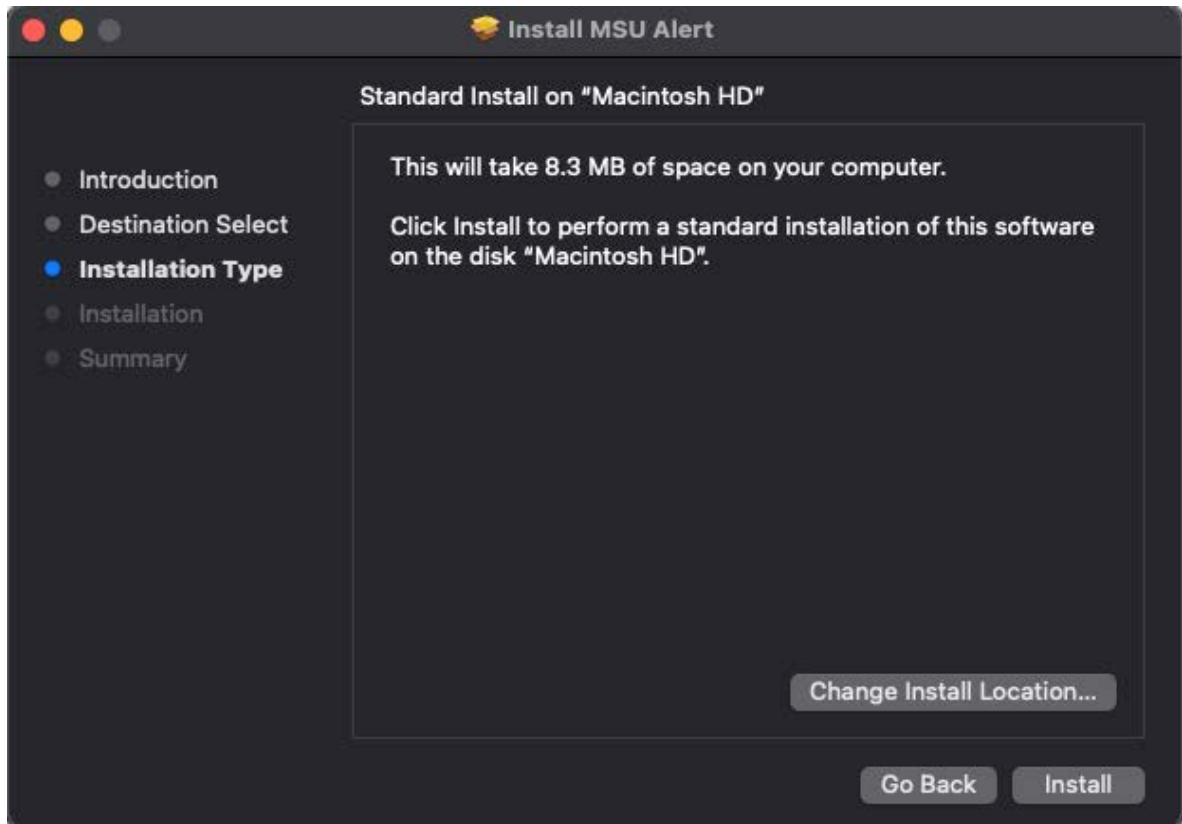
2. Open the MSU Alert.pkg file



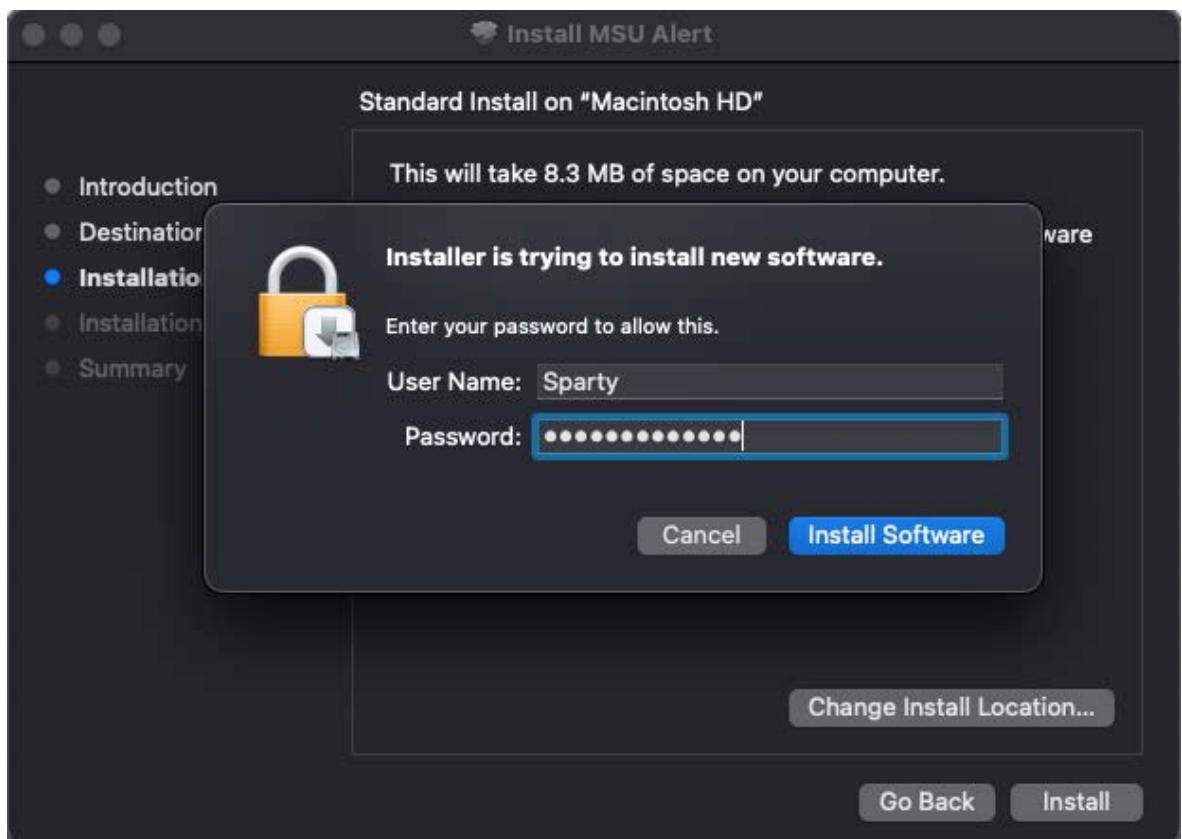
3. Run the PKG file to start the application installation and press Continue



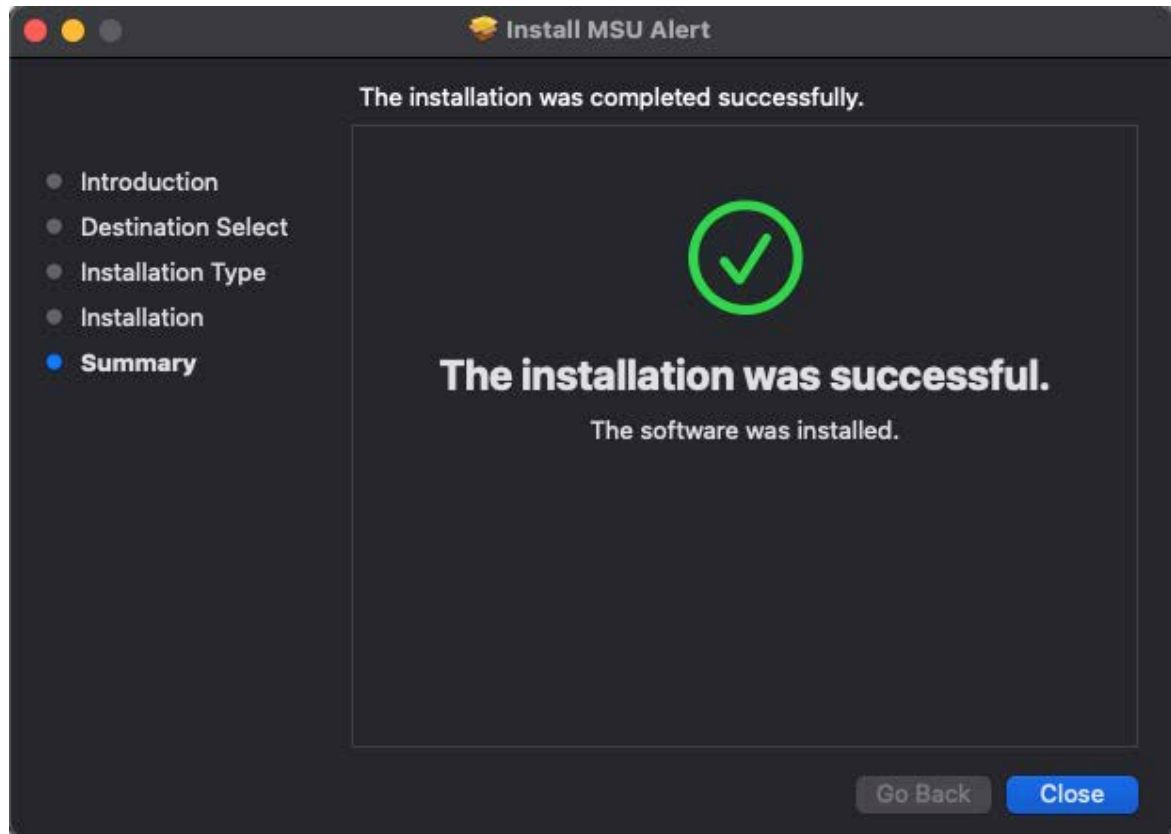
4. Press Install



5. Input your Mac's password when prompted and click Install Software



6. Click Close to complete the installation



7. When the application is running, an icon will appear in the right-hand side of the macOS menu bar. Clicking on the icon will display a menu; the status should indicate "operational".

