

# EMERGENCY ALERT

## are you ready?

To receive emergency messages from Oklahoma State University you must provide your voice and text numbers. It's easy, log into your O-Key account at [okey.okstate.edu](http://okey.okstate.edu):

### Emergency Voice Alerts:

1. Click on "Emergency Contacts" in the left-hand nav bar
2. Use the drop-down menu to select "Emergency Voice"
3. Submit your emergency contact number

### Emergency Text Alerts:

1. Repeat the process, selecting "Emergency Text" under the emergency contacts
2. Once you enter your number, select a cell carrier to match your number with an email address.
3. Be sure to request a test message.

- Keep your information current
- If you have both, enter voice and text numbers
- Contact the IT help desk at 405-744-HELP or [helpdesk@okstate.edu](mailto:helpdesk@okstate.edu) if you experience any problems

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