1. Go to http://www.usu.edu/alert/
2. Click on Code Blue sign up.
3. Login with A# and password.
4. Approve Duo Push sign in (if required).
5. On the Personal Information site, scroll down to the Phone Number box.
6. Click on the Add New icon.
7. Click on the down arrow on Phone Type.
8. For text alerts, click on Alert SMS (text) Code Blue, enter the number and then click on Add. You can add up to 5 text numbers.
9. For voice alerts, click on Alert Phone (voice) Code Blue, enter the number and then click on Add. You can add up to 5 phone numbers.

In an emergency, please access the following USU sites for official updates and alerts:

- www.usu.edu
- /UtahState
- USUAggieLife

For emergency management information go to: dps.usu.edu/emergency