

Honeywell

Instant Alert[®] for Schools

Parent Interface instruction

Go to: <https://instantalert.honeywell.com/InstantAlert/Login.aspx>

Instructions and a link to the website can be found on the Edgerton Webpage and St. Mary's Webpage

To register:

Click on: **Parent**

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Instant Alert[®] for Schools



Schedules change. Buses run late. Emergencies occur.

With Honeywell Instant Alert, schools can let parents know more quickly and conveniently.

No need to rely on the media, the grapevine or the faint hope that students will remember there's an important flier in their backpack. Instant Alert brings the news directly to parents and they can decide how and where they receive messages.

E-mail. Cell phones. PDAs. They're all options.

So log in and stay informed, in an instant.




User Login

User Name:

Password:

[Forgot Password](#)

 **New User? Sign up now!**

[Parent](#) | [School Staff](#)

Note: If you are both a parent and a school staff member, you may click on either link.

HELPFUL HINTS:

- > Passwords are case sensitive.
- > If you forgot your password, please enter your User Name and click 'Forgot Password' link located above.
- > If you are having difficulties, please request assistance by clicking on the following:

Registration

Select State-Ohio

Select school District: Edgerton Local Schools

Enter the first name of any of your children

Enter their Date of Birth- MM/DD/YYYY

Submit

Registration

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Authentication

*Mandatory Fields

*State/Province:

*District:

i Note: Please enter the following information about any of your children enrolled in this School District or Private School.

*First Name:

*Last Name:

*Date of Birth: mm/dd/yyyy

[BACK TO LOGIN](#)

[SUBMIT](#)



Login Information

Choose a Username: Last name, first initial of first name Ex. Tom Smith- smitht

Passwords and usernames are case sensitive

Secret Question: Select a question (Question and answer will allow you to retrieve your username and password if your forget them)

Answer to secret Question:

Enter Password: (At least 7 characters)

Reenter password-

Enter email address

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Login Info

*Mandatory Fields

*Choose a User Name:

*Secret Question:

*Choose a Password:

*Answer for Secret Question:

i Note: Your password must be at least seven characters long.

*Re-enter Password:

Email Address:

Example: emailid@domain.ext

i Note: Remember your User ID and Password for future use to log in to your account.
Secret Question and Answer will be used when you forget your password.

**If student belongs to only one family, parent will be brought to this screen.*

**If student belongs to more than one family, then parent is asked to match name.*

**If parent first and last name combination is in district more than once, then parent is asked to match name and phone number.*

Confirmation
Click: **Proceed**

Registration

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Confirmation

Thank you for registering with Honeywell Instant Alert for Schools.
Please click Proceed to complete your online profile.

Proceed

MY FAMILY- Parent Profile

Click on parent name to edit parent profile

Click on student name to view student profile

My Family – View Student Profile

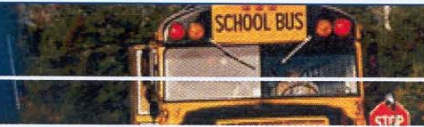
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[Change Password](#) | [Help](#) | [Logout](#)

Instant Alert™ for Schools

Welcome Barb O'Brien & Dan Crego



MY FAMILY

ALERT SETUP

ALERT HISTORY

OTHER CONTACTS

Parent Profiles

i Note: Click parent name to edit parent profile or student name to view student profile.

Parent	Student	Custody Rights
Barb O'Brien	Erin O'Brien	
	John O'Brien	
Dan Crego	Erin O'Brien	
	John O'Brien	

Edit Parent Profile

Enter Home/cell phone/Provider

Email Address

Save

MY FAMILY | ALERT SETUP | ALERT HISTORY | OTHER CONTACTS

Edit Parent Profile *Mandatory Fields

*First Name: *Last Name:

Contact Details

Telephone (Home): () - Telephone (Work): () -

Mobile Phone: () - @

Note: If you select your provider, you will be able to receive text messages from Instant Alert on your cell

Email Address: Pager Address:
Example: emailid@domain.ext Example: 6125550000@domain.ext

*Preferred Language:

Home
Phone
Number

Mobile
Phone
Number

Email
Address

Mobile
Phone
Provider

View Student Profile

Click on student name to view student information

My Family – View Student Profile

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Instant Alert™ for Schools

Welcome Barb O'Brien & Dan Crego



MY FAMILY

ALERT SETUP

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OTHER CONTACTS

View Student Profile

Note: If your student's information is wrong, please contact the school.

Student Name: Erin O'Brien

Date of Birth: 01/01/2000

Grade: K

School Name: Honeywell Central Community School

OK

Click OK
to return
to Parent
Profiles

Alert Setup

After you have entered your contact information, alert setup will allow you to select alerts for each device. If it is not checked ... you will not receive the alert

Alert Setup

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Instant Alert™ for Schools

Welcome Barb O'Brien & Dan Crego



MY FAMILY

ALERT SETUP

ALERT HISTORY

OTHER CONTACTS

Alert Setup

*Mandatory Fields

*Add New Device: *Device Details:
*Select Name:

Note: Please select which alert types you would like to receive on which contact device.

Parent Name		Devices	All	School Closing	High Importance	Transportation	Activities	General
Barb O'Brien								
X		(612)555-0976	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
X		(612)555-2534	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
X		barb@email.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
X		6125558509@cingularME.com	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
X		6125554657@pager.com	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dan Crego								
X		(612)555-0976	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
X		dancrego@email.com	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Parent Name

For Text Messages

Parent Name

To Select All Alerts

Click to Deselect

Don't forget to Save

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Alert History

Alert History

Instant Alert™ for Schools

Welcome Barb O'Brien & Dan Crego





- MY FAMILY
- ALERT SETUP
- ALERT HISTORY**
- OTHER CONTACTS

History of Alerts

Filter

View Alerts Sent to Me

From: 

To: 

Alert Type:

VIEW ALERTS

1 - 2 of 2

No. of Alerts per page

	Dates	Type	Alert Description
X	04/12/2006	School Closing (Red)	Power Outage
X	04/05/2006	General (Green)	Welcome to Instant Alert!

Click on Alert to view details

Alert History Details

Alert History - Details [New Contact](#)

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Instant Alert™ for Schools

Welcome Barb O'Brien & Dan Crego



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Alert History

Alert Name: Power Outage

Description:	Power Outage	Alert Type:	School Closing (Red)
Date:	04/12/2006	Time:	7:44AM
Sent By:	Karla Lemmon	School Name:	Honeywell Central Community School

Cell Text: Construction workers cut phone and internet lines at school. School open/students safe.
Complete Message: Construction workers cut phone and internet lines at school. School open/students safe. Students will remain in school the rest of the day. If you need to contact the school please use 612-555-3908 as a contact number for today only. We will send a status update when we have further information, and we will also post an announcement on our website at <http://www.ourschool.edu>.

[Back to Alert History List](#)

List of Contacts

View your contacts

You may want to add a contact. Students with cell phone, babysitters, grandparent. These may be added here, Click: **Add New Contact** and enter the information for the new contact.

Other Contacts

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Instant Alert™ for Schools

Welcome Barb O'Brien & Dan Crego

MY FAMILY | ALERT SETUP | ALERT HISTORY | **OTHER CONTACTS** | ADD NEW CONTACT

Successfully added new Contact.

List of Contacts

Note: Only four contacts are allowed. These four contacts will appear in the Emergency Contacts Report of the school.
Click a Contact name to edit the details.

Contacts	Student Name	Relationship	Phone Number	Pickup Rights
X Anne O'Brien	Erin O'Brien	Relative	(612) 555-2835	
	John O'Brien	Relative	(612) 555-2835	

Other Contacts – Add New Contact

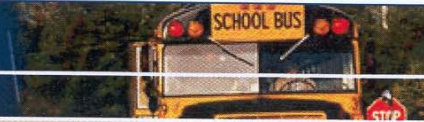
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Welcome Barb O'Brien & Dan Crego



MY FAMILY | ALERT SETUP | ALERT HISTORY | **OTHER CONTACTS**

Add New Contact

*Mandatory Fields

*First Name: *Last Name:

Contact Details

*Telephone (Home): () - Telephone (Work): () -

Mobile Phone: () - @

i Note: If you select your provider, you will be able to receive text messages from Instant Alert on your cell phone.

Email Address: Example: emailid@domain.ext Pager Address: Example: 6125550000@domain.ext

*Preferred Language:

Relationship to Students:

Student Name	Relationship	Pick Up Rights
O'Brien, Erin	* <input type="text" value="Relative"/> <input type="text" value="If Other, please specify"/>	<input checked="" type="checkbox"/>
O'Brien, John	* <input type="text" value="Relative"/> <input type="text" value="If Other, please specify"/>	<input checked="" type="checkbox"/>

