

Instant Alert Sign In Procedures for Parents

1. Go to <https://instantalert.honeywell.com>
2. **Login.** If you are a new parent, you may need to click on 'Parent' below the login boxes.
(If you are a staff member in the school, use the user ID and password given to you by the school.)

3. Upon successful login, click on 'Alert Setup'

Check the boxes (Phone, Email, Text Messaging, Pager) to select each person's contact device information.

Check the boxes in the appropriate column to select *which alert type you would like to have sent to which device.*

You may send yourself a test message. Click on 'Send Test Message' to check if the address has been entered correctly.

4. Click 'Save' when you complete.