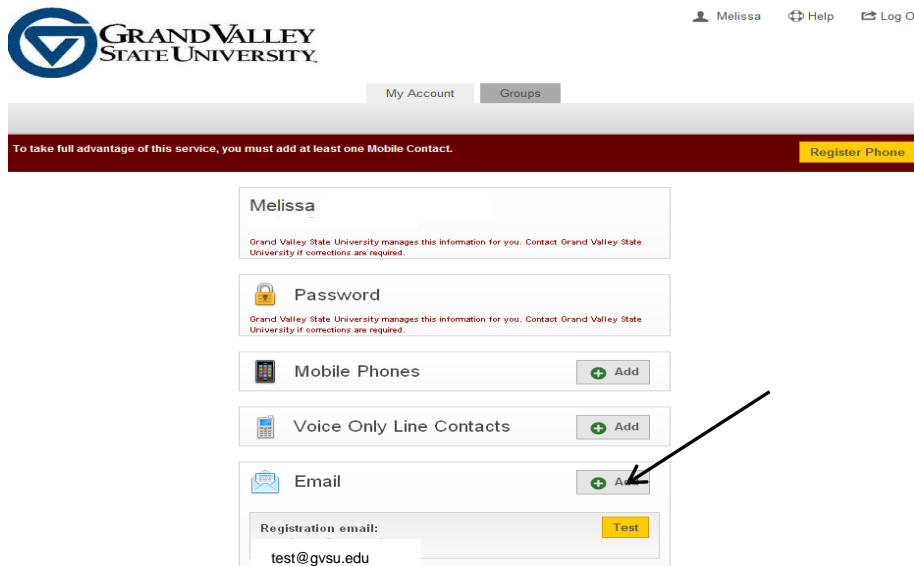


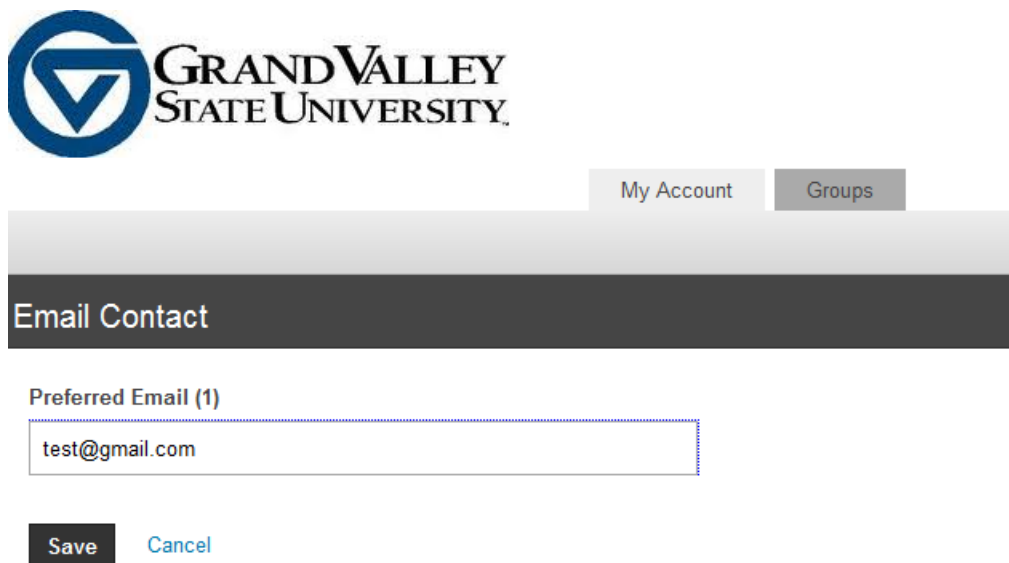
Adding an E-mail Account

1. Go to <http://www.gvsu.edu/notifications>
2. Enter you network ID and password
3. You can add up to three additional e-mail addresses
4. Click on the add button on the E-mail tab



The screenshot shows the 'My Account' page of Grand Valley State University. At the top, there is a navigation bar with the university logo, the name 'GRAND VALLEY STATE UNIVERSITY', and user links for 'Melissa', 'Help', and 'Log Out'. Below this is a sub-navigation bar with 'My Account' and 'Groups' tabs. A red banner message states: 'To take full advantage of this service, you must add at least one Mobile Contact.' with a 'Register Phone' button. The main content area contains several sections: 'Melissa' (with a disclaimer), 'Password' (with a disclaimer), 'Mobile Phones' (with an 'Add' button), 'Voice Only Line Contacts' (with an 'Add' button), and 'Email' (with an 'Add' button). A black arrow points to the 'Add' button in the 'Email' section. Below the 'Email' section is a 'Registration email:' field containing 'test@gvsu.edu' and a 'Test' button.

5. Enter the e-mail address and click save.



The screenshot shows the 'Email Contact' form in the 'My Account' section. The form has a header with the university logo and 'GRAND VALLEY STATE UNIVERSITY'. Below the logo are 'My Account' and 'Groups' tabs. The main heading is 'Email Contact'. Underneath, it says 'Preferred Email (1)'. There is a text input field containing 'test@gmail.com'. At the bottom, there are two buttons: 'Save' (in a dark grey box) and 'Cancel' (in a light blue box).