

Roger Williams University's RWU Alert

WHAT IS IT?

An Emergency Notification System designed to reach all students, faculty, and staff using voice, e-mail and text messaging. Roger Williams University administration and security personnel will use the system to broadcast vital information in the case of an emergency situation on campus or for severe weather-related advisories.

WHAT DO I HAVE TO DO?

In order to provide this service, you should provide us with your current contact information, including mobile phone number, by following the steps below:

STUDENTS:

- Step 1:** Log into myRWU (also known as the Campus Portal) <https://portal.rwu.edu>
- Step 2:** Click on the "Students" link
- Step 3:** On the left side of the screen under "Student Services" menu click on "User Contact Information"
- Step 4:** Check the box that says "Update Phone Numbers and/or Email Addresses" and click "Submit"
- Step 5:** Update your contact information and click "Submit"

FACULTY:

- STEP 1:** Log into myRWU (Campus Portal) <https://portal.rwu.edu>
- STEP 2:** Click on the "Faculty" link
- STEP 3:** On the left side of the screen under the "Faculty Services" menu click on "User Contact Information"
- STEP 4:** Check the box that says "Update Phone Numbers and/or Email Addresses" and click "Submit"
- STEP 5:** Update your contact information and click "Submit"

EMPLOYEES:

- STEP 1:** Log into myRWU (Campus Portal) <https://portal.rwu.edu>
- STEP 2:** Click on the "Employees" link
- STEP 3:** On the right side of the screen under the "Employee Services" menu click on "User Contact Information"
- STEP 4:** Check the box that says "Update Phone Numbers and/or Email Addresses" and click "Submit"
- STEP 5:** Update your contact information and click "Submit"

In an emergency,
contact the
Department of Public Safety:

(401) 254-3333
Campus Extension – x3333

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Emergency Notification System
ROGER WILLIAMS UNIVERSITY

