Luther College Center for Global Learning
AlertTraveler Instructions

The AlertTraveler App is a useful tool for anyone going out of the country and trying to stay safe. The app sends safety alerts to your phone according to your GPS location as well as alerts based on your itinerary through Terra Dotta (our online application database). The app requires a few extra steps while downloading so please pay close attention to these instructions in order to successfully install the app.

1. Using your mobile device, log on to your Terra Dotta account by going to studyaway.luther.edu, clicking Login/Register in the upper right corner, and entering in your Norsekey username and password. Your username is just the six-letter, two-digit handle (i.e. “selfje01”), not your full email address. It is important to do this on your mobile device.

2. Once you have logged on, click on the list icon on the top right corner of the screen to expand more options, choose Applicant then My Home.

3. On the Applicant Home Page, scroll down to the AlertTraveler Registration section.

4. In the AlertTraveler Registration section, fill in the required information except for the password. Click Generate once you are done filling in the required information.

5. Once the password is generated, highlight and copy the password. You will use this password to log into the AlertTraveler app.

6. After copying the password, select the appropriate link for your device, either iOS or Android. Your phone will then bring you to the App store. Proceed to download the app to your device.
7. After the app is open, it will prompt you for a username and password. Your username is your Luther email address. Paste in the password you copied from the Terra Dotta screen in step 5 and click Login. Make sure to allow AlertTraveler to send you notifications, if it asks.

On iOS devices, we strongly recommend the following responses to these questions:

- “AlertTraveler Would Like to Access your Motion & Fitness Activity” Tap “OK” (saves battery life)
- “Allow AlertTraveler to access your location while you use the app” Tap “Allow”
- “Background location is not enabled” - Tap “Settings then tap “Location” and then select “Always.”

8. Now that you have installed the app, you will receive safety alerts on your mobile device. Feel free to explore the various sections of the app. You will receive alerts for the country or countries your program is in, as well as the country your GPS locates you in. You can also research other countries by using the top right search button. The menu button in the top left corner will have 5 options.

a. Location Info: This gives you information about your GPS location. Here you can look at safety alerts, political conditions, security issues, travel logistics, cultural factors, health advisories and other useful information. The contacts button also gives you the emergency numbers for the area you are in.

b. Subscriptions: This shows countries for which you are currently receiving notifications, including the country on your Terra Dotta itinerary and the country of your GPS location. If you wish to receive emails only for alerts above a certain level of severity, you can edit those preferences here. Click on the arrow to the right of a country name, click “Settings,” and uncheck the boxes next to Minimal and Low if you do not wish to receive emails for alerts of those severity levels. Be sure to scroll down and click “Submit” after making these adjustments. Please note that you will continue to receive notification for events of Medium and higher severity, even if you uncheck those boxes.

c. My Alerts: This section details each safety alert in the countries you have subscribed to. Depending on the severity of the alert, it also provides a button for you to “Check in” and verify you are alright.

d. Emergency Contact: Here you will quickly be able to see the emergency contact information for the country you are located (via GPS). It also provides Luther’s emergency contact number and a list of embassies.

e. Help: In case you are having any technical difficulties after logging into the app.