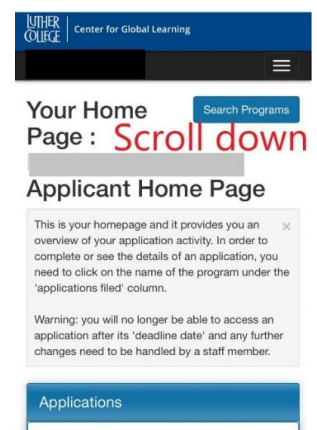
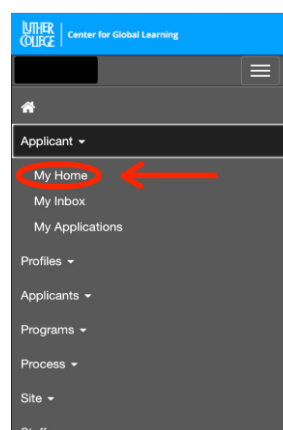
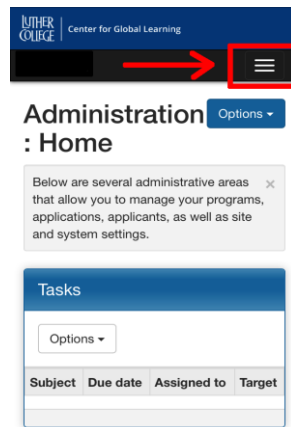


Luther College Center for Global Learning AlertTraveler Instructions

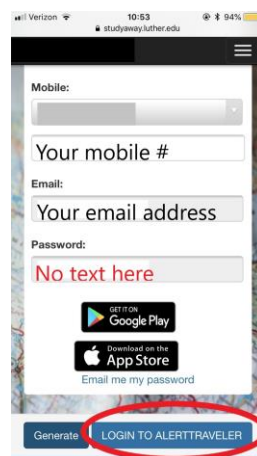
The AlertTraveler App sends safety alerts to your phone according to your GPS location as well as alerts based on your itinerary through Terra Dotta (our online application database). The app requires a few extra steps while downloading so please pay close attention to these instructions.



1. Download the free app from your app store (either Google Play or the Apple App Store).
2. **After downloading the app, but before opening it**, open a browser on your mobile device. Using your browser, 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.
3. 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**.
4. On the Applicant Home Page, scroll down to the **AlertTraveler Registration** section.



5. In the **AlertTraveler Registration** section, fill in your mobile number and email address **but NOT a password**. Click **Log into AlertTraveler** after you are finished filling in the required information.

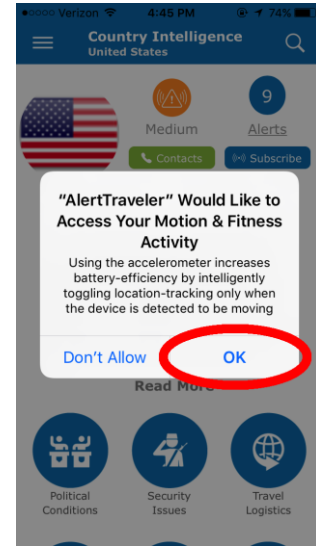
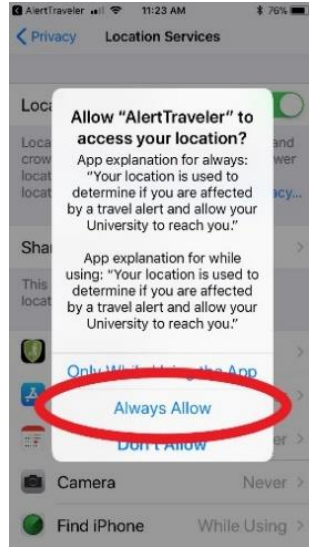
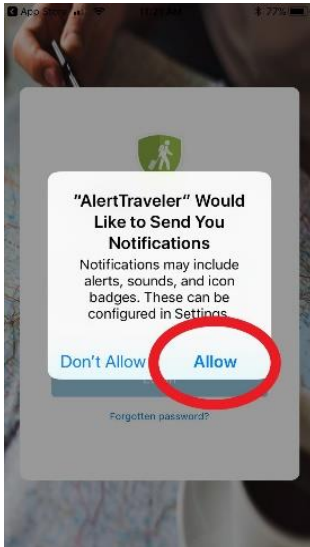


6. When prompted with the question "Open in AlertTraveler?", click "Open."
7. You will be taken back to the AlertTraveler app and automatically logged in. **Make sure to allow AlertTraveler to send you notifications, if it asks.**

(OVER)

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. The menu button in the top left corner will have six 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 notifications 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. Profile
 - f. Help
9. **IMPORTANT:** If you are participating in a long-term program and if you choose to switch to an in-country phone number, be sure to update the mobile number associated with your AlertTraveler account after arrival. You can do this in the Profile section of the app. This step will allow the Center for Global Learning to contact you directly via text or push notification if needed.