Signing up for Nashoba Learning Group Text Message Alerts and Notifications

NLG uses RAVE Mobile Alerts to send text message and email alerts to notify subscribers of program closing, delayed opening, early release, and other emergency notifications.

A self-serve web portal allows you to manage which programs you will receive notifications from. To register for notifications you must first create an account, register your mobile number, and opt-in to the notification lists you wish to join.

Notification lists are named using the Program Type: Short address format such as “School Program Alert: 10 Oak Park, Bedford”.

You can subscribe to one or more notification lists and unsubscribe from any of the lists at any time.

NOTE: You will not receive text or email notifications unless you create an account and opt-in to one or more notification lists.

NLG cannot set up an account on your behalf or modify your account settings. You are responsible for setting up your account and opting in or out of the notification lists.

Creating an Account

1. Launch your favorite web browser and navigate to www.nashobalearninggroup.org/alerts to access the Nashoba Learning Group Notification and Alert Portal. You may want to bookmark this URL as you’ll need to log in to the portal to manage your settings and opt-in notification lists.

2. Click the Register button.

3. Enter the requested information on the Create Account page, read and accept the Terms of Use and click the Proceed to Next Step button.
In order to receive text message notifications you must enter a valid mobile number in the *Mobile Number* field and the number you enter must be capable of receiving text messages. Contact your wireless provider if you are uncertain whether or not your account has text messaging enabled.

You must also enter a valid email address. A confirmation email will be sent to the email address you use for registration. This email contains an account verification link that you must click before the account is actually created.

4. Select your mobile carrier from the *Confirm Your Carrier* drop down list and click the *Proceed to Next Step* button.
5. You will be presented with an Email Confirmation Sent page.

6. Check your email. You should receive a confirmation email sent to the email address you used during step 3. The email will be from no-reply@getrave.com (RAVE Mobile Alerts is the service we use to send text message and email notifications).
7. Confirm your email address by clicking the link in your confirmation email. This will display a web page prompting you to enter a 4 digit authorization code. The authorization code will be sent to you as a text message using the mobile number you entered in step 3.

8. Enter your 4 digit authorization code and click the Finish button. Your My Account page will be displayed.
9. Verify that the information is correct and make any required changes. You can add additional mobile numbers and email addresses and test registered mobile phones and email addresses.

10. The final step is opting-in to notification lists. Click the Opt-In Lists tab. From this page, select all of the lists you wish to receive notifications from.
11. Congratulations! Your account setup is now complete.

You can change your settings and opt-in/out of notification lists at any time by visiting the Nashoba Learning Group Notification and Alert Portal.

1. Point your browser to [www.nashobalearninggroup.org/alerts](http://www.nashobalearninggroup.org/alerts), enter your user name and password and click the Log In button to manage your account settings.