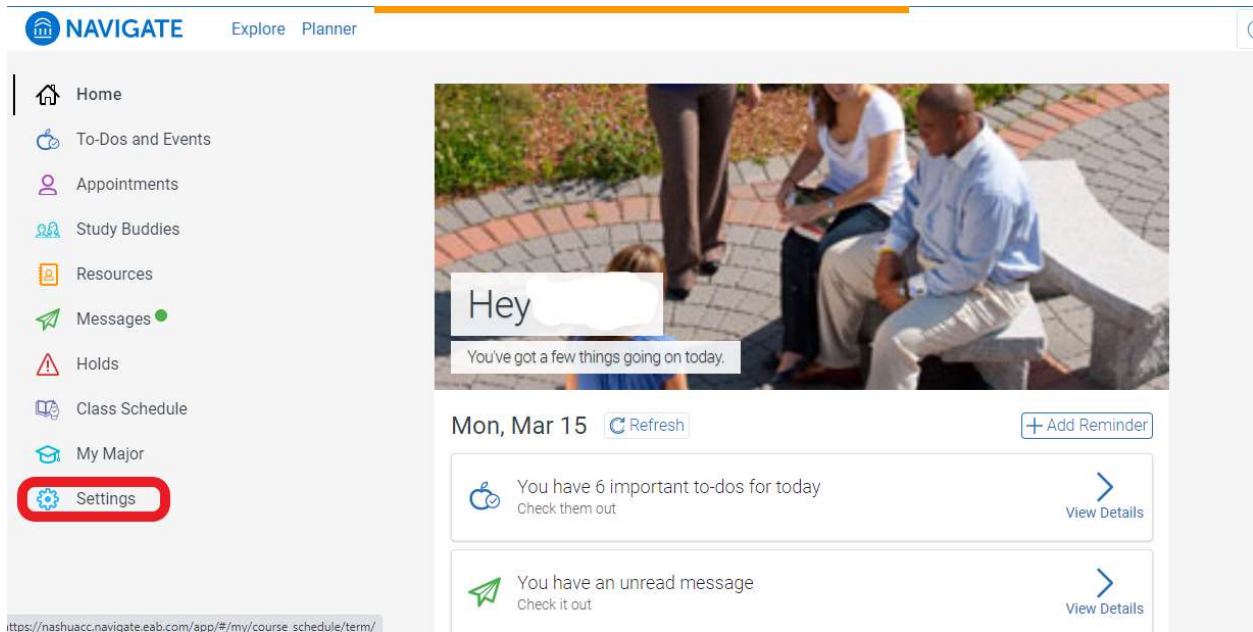


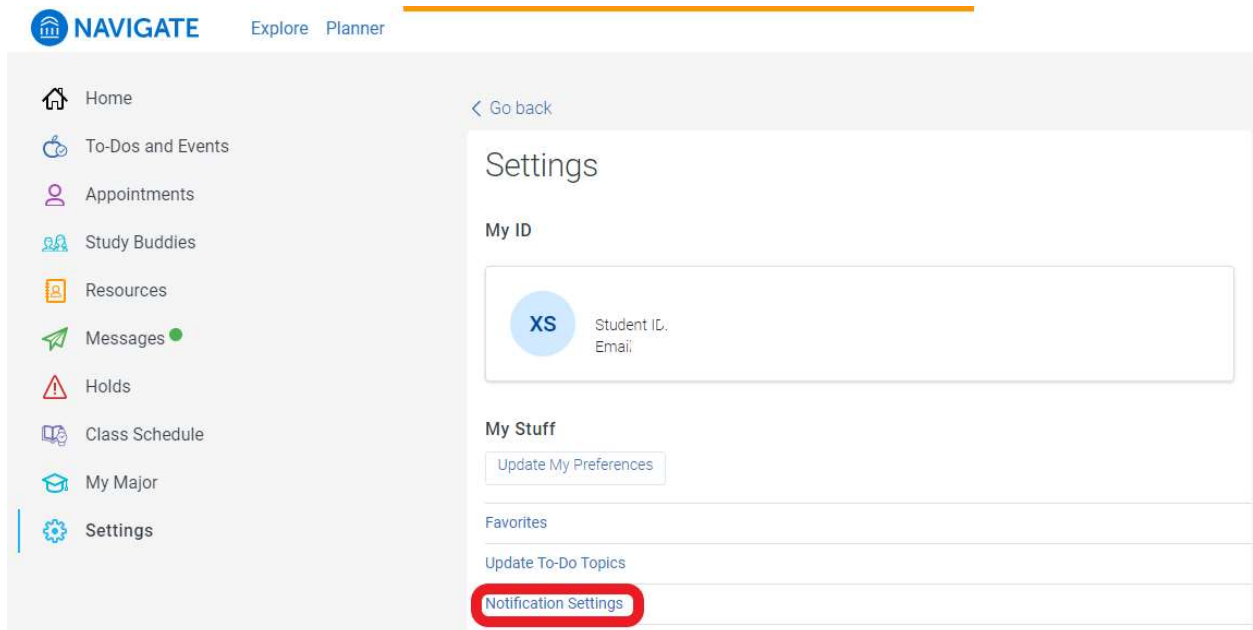
# Step One: Alert Notifications

1. Log in to Navigate using your easy log-in. On the home screen select the 'Settings' tab.



The screenshot shows the NAVIGATE application interface. At the top, there is a navigation bar with the NAVIGATE logo and the text "Explore Planner". Below this is a sidebar menu with various icons and labels: Home, To-Dos and Events, Appointments, Study Buddies, Resources, Messages, Holds, Class Schedule, My Major, and Settings. The Settings option is highlighted with a red circle. The main content area features a large image of people sitting on a bench with a "Hey" notification overlay that says "You've got a few things going on today." Below the image, there is a date "Mon, Mar 15" with a "Refresh" button and an "Add Reminder" button. Two notification cards are visible: one for "6 important to-dos for today" and another for "an unread message".

2. Select 'Notification Settings'.



The screenshot shows the NAVIGATE application interface with the Settings page open. The sidebar menu is visible on the left, with the Settings option highlighted. The main content area is titled "Settings" and includes a "Go back" button. Below the title, there are sections for "My ID" (with a blue circle containing "XS" and the text "Student ID, Email"), "My Stuff" (with an "Update My Preferences" button), "Favorites", "Update To-Do Topics", and "Notification Settings". The "Notification Settings" option is highlighted with a red circle.

3. Check the 'Email' box and select 'Update Settings'.

Notification Settings

Contact Information

Phone Number  
[Enter Phone Number](#)

Email Address ✓

Send me notifications about... ?

Academic Planner Notifications  
Academic planning messages from your advisor

Text Messages

Email

Update Settings