Signing up for Highland RaveAlerts

1) Go to http://www.getrave.com/login/highlandcc and click ‘Register’ at the top right side of the screen (or click the ‘RaveAlerts’ button on the HighlandCC.edu website)

2) Create a new account by entering your name, registration email (your highlandcc.edu email address), and mobile number.

*If you do not wish to receive any text messages, you may leave the ‘Mobile Number’ field blank, and follow instructions when continuing.

*We strongly suggest signing up with a mobile number for emergency notification purposes.
3) You will then receive an email and text message from RaveAlerts to verify your account. Follow the link in the email, and then enter the confirmation number you were texted to verify your account.

4) **IMPORTANT: You’re not done yet!** You must now join the groups you wish to receive messages for. If you do not do this, you will not receive alerts.
   - After verifying your account, you will be logged in. Click the ‘Groups’ Tab, then click ‘Find Groups’ below that.
   - You can also go to the signup page and log in to do this after your account is created.

5) Click each group you would like to receive notifications for, and then click ‘Join’
   - We suggest all users subscribe the ‘Alerts and Cancellations’ group for the campus they are attending. Campus closures and important information will be delivered to these groups.
6) **Optional:** Return to the ‘My Groups’ page to customize the notifications received for each group.

![My Groups page](image)

7) **Optional:** You may return to the ‘My Account’ tab in the future to update your mobile phone number, add a different email address, or unsubscribe completely.

If you have any questions on signing up for RaveAlerts there is a ‘Help’ button at the top right side of the website. If you are have any other questions about RaveAlerts, please feel free to contact our Highland IT Help Desk at (785) 442-6060 or by emailing us at helpdesk@highlandcc.edu.