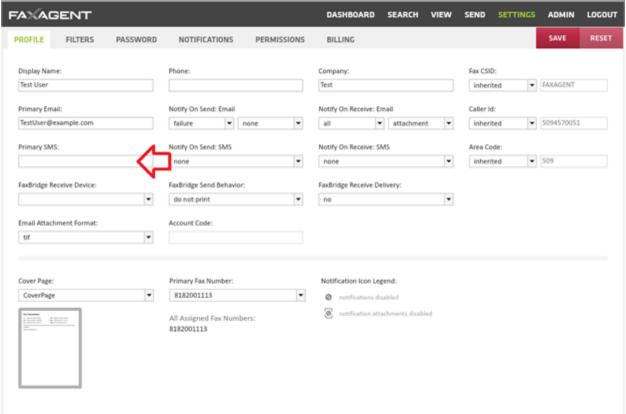
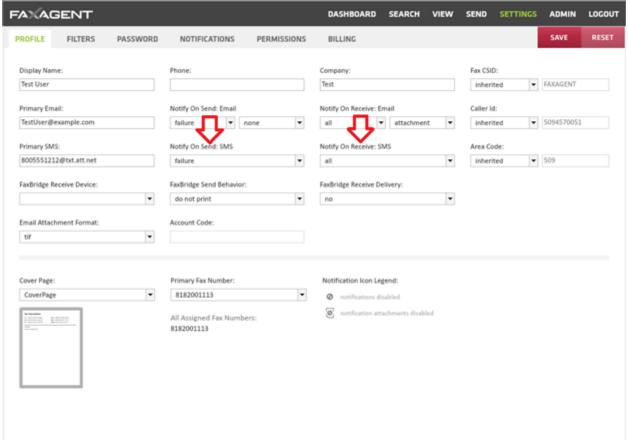
Setting Up SMS (Text) Notifications - Administrator

- 1. Login as an Administrator
- 2. From your Admin tab go to Manage Users
- 3. Select and double click on the User for whom you are setting up notifications
- 4. This will bring up that Users Settings Profile
- 5. On the Profile page find "Primary SMS"



- 6. Type in the phone number you wish to receive SMS notifications to, followed by the appropriate provider suffix found below
- 7. For example:
 - A Verizon customer would input: 8005551212@vtext.com
 - o An ATT customer would input: 8005551212@txt.att.net
- 8. Use this chart to determine your provider suffix
 - Alltel = message.alltel.com
 - \circ AT&T = txt.att.net
 - Boost Mobile = myboostmobile.com
 - Cingular = txt.att.net
 - Cricket Wireless = sms.mycricket.com
 - Nextel = messaging.nextel.com
 - Sprint = messaging.sprintpcs.com
 - T-Mobile = tmomail.net
 - Verizon = vtext.com
 - Virgin Mobile = vmobl.com
 - Bell Canada = txt.bellmobility.ca
 - Centennial Wireless = cwemail.com
 - Cellular South = csouth1.com
 - Cincinnati Bell = gocbw.com
 - Metro PCS = mymetropcs.com

- Qwest = qwestmp.com
- Rogers = pcs.rogers.com
- Suncom = tms.suncom.com
- Telus = msg.telus.com
- US Cellular = email.uscc.net
- 9. Once your Primary SMS is set you will need to set up notification preferences



- 10. Notify on Send will set the behavior for when you send a fax
- 11. Notify on Receive will set the behavior for what happens when you receive a fax
- 12. Once these are both set hit SAVE in the top right corner
- 13. Send yourself a test fax to ensure the notification is working properly