Creating & Managing Homepage Alerts

webservices.ulm.edu/apps
Access the alert tool at the above address.

Log in using your username & password
- ex: jdoe@ulm.edu > username is "jdoe"

Web Apps
ULM Usernam | Password | Log in

⚠ Home Alert

Select Home Alert

Edit ULM Alert **ULM Alert 1**

View | **Edit**

By default you will be under the edit tab on the resulting screen

Alert Text *

Lorem Ipsum is simply dummy text of the printing and typesetting since the 1500s, when an unknown printer took a galley of type ar

It has survived not only five centuries, but also the leap into electro 1960s with the release of Letraset sheets containing Lorem Ipsum PageMaker including versions of Lorem Ipsum.

Alert Text: Enter the text for the warning - use plain text only

- No HTML tags allowed.
- Web page addresses and e-mail addresses turn into links automa
- Lines and paragraphs break automatically.

Status *
- ⦿ Enabled
- ○ Disabled

This alert will show up on the home page only if enabled.

Status: select either enabled or disabled

Date: if the alert is enabled, you can set an end date to automatically turn it off
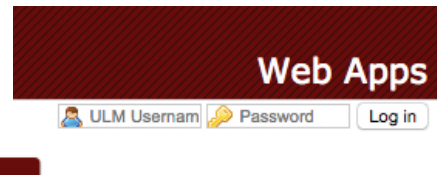
Click within the date field to edit

If **no end** date is desired, **clear** the date field
select & delete date

!

Alert End Date

Date
04/13/2017
E.g., 04/13/2017

Time
09:25am
E.g., 11:05am

Select an end date if this alert needs to be turned off automatically.

Time: if an end date is set, select a time

Key in the time or use up or down keyboard arrows for hour, minutes & am/pm selection

Revision information
New revision

Revision log message

Provide an explanation of the chang

Log: (optional)

Remember to **Save** when finished

Save

Don't forget to review the message on the homepage, you may need to refresh your browser window to view the udpate.

Web Apps
My account | Log out?

Tip: to re-edit the message after saving, select the edit tab. Log out when finished (top right).