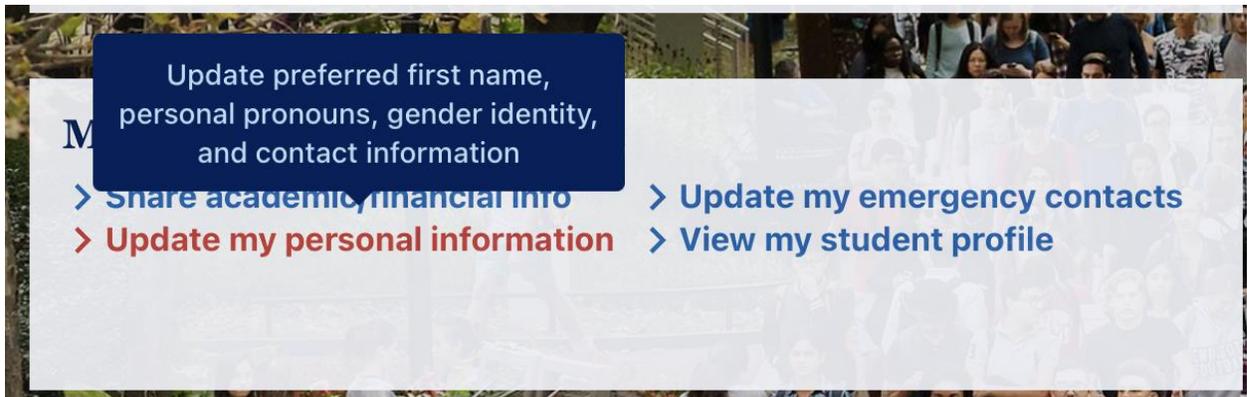


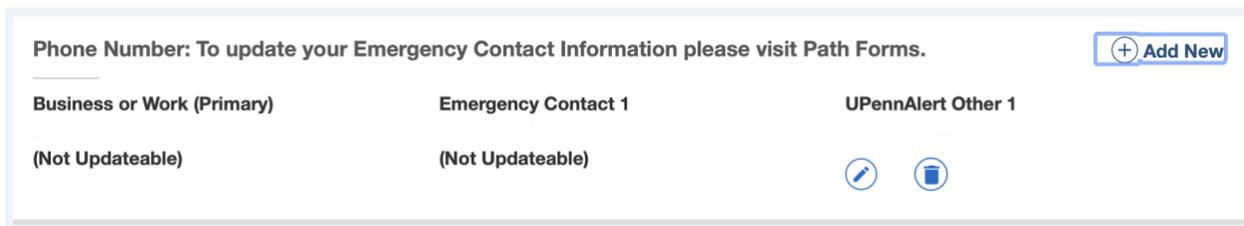
1. Login to Path@Penn



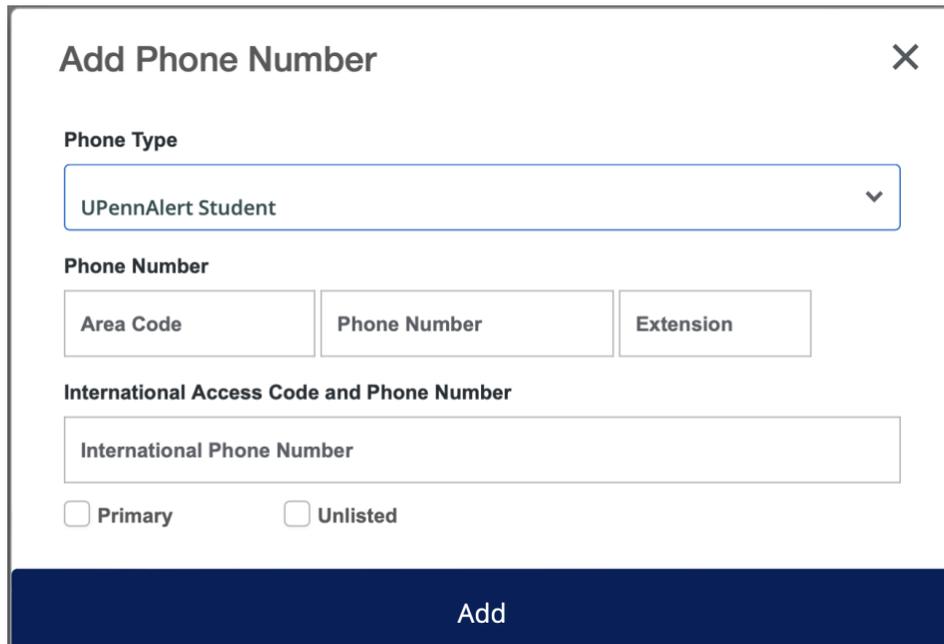
2. Under **My Profile** select “Update my personal information”



3. Scroll to Phone Number section; select [+ Add New]



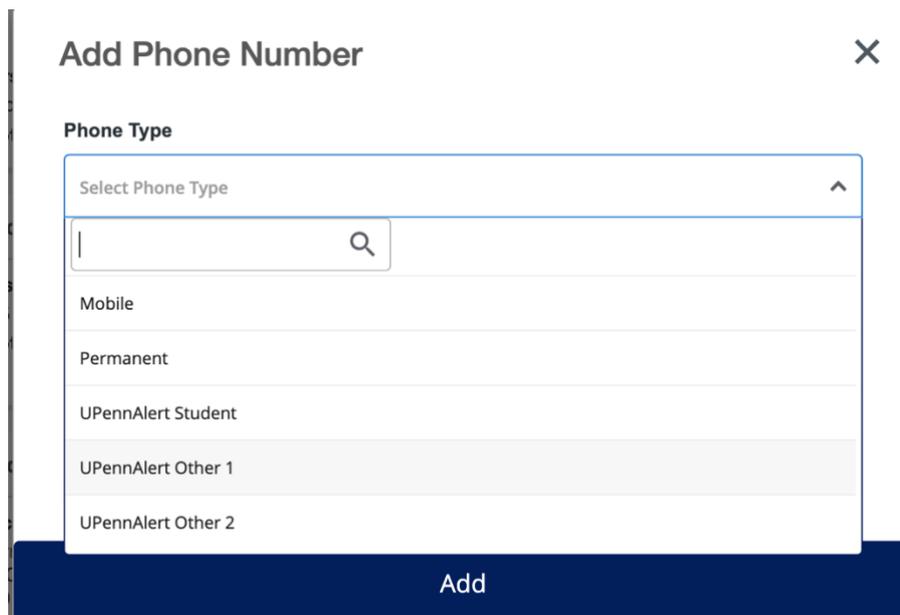
4. Select “UPennAlert Student” under Phone Type in the drop-down; enter your cell phone number; click add (One number only; student contact only)



The screenshot shows a modal window titled "Add Phone Number" with a close button (X) in the top right corner. The form contains the following fields and options:

- Phone Type:** A dropdown menu with "UPennAlert Student" selected and a downward arrow.
- Phone Number:** Three input fields labeled "Area Code", "Phone Number", and "Extension".
- International Access Code and Phone Number:** A single input field labeled "International Phone Number".
- Options:** Two checkboxes labeled "Primary" and "Unlisted", both of which are currently unchecked.
- Action:** A dark blue button labeled "Add" at the bottom center.

5. To add up to two additional contact numbers to receive the UPennAlert, select “UPennAlert Other 1” or “UPennAlert Other 2” under Phone Type in the drop-down; enter the cell phone number; click add (One number only per Phone Type.)



The screenshot shows the same "Add Phone Number" modal window. The "Phone Type" dropdown menu is open, displaying a search bar and a list of options:

- Search bar: "Select Phone Type" with a magnifying glass icon.
- Options list:
 - Mobile
 - Permanent
 - UPennAlert Student
 - UPennAlert Other 1 (highlighted)
 - UPennAlert Other 2
- Action:** A dark blue button labeled "Add" at the bottom center.