

# Self-Signup for NCSS Employees to Receive SchoolMessenger Calls

Open Internet Explorer and browse to <https://asp.schoolmessenger.com/newtoncs/subscriber/>. Since you are a new user, ignore the email and password blocks and click on the “Sign Up Now” link at the bottom of the page.

SUBSCRIBER: Sign In - Windows Internet Explorer  
https://asp.schoolmessenger.com/newtoncs/subscriber/

File Edit View Favorites Tools Help

★ Favorites | ★ Suggested Sites | Web Slice Gallery

SUBSCRIBER: Sign In

SCHOOLMESSENGER®

English

**Phone, Email, and SMS Text Messages**  
Get the latest communication from Newton County Schools.

Email:

Password (case sensitive):  [Forgot your password? Click Here](#)


First time user?  
[Sign up now](#) ←

The next page will allow you to create an account. In order to create an account, you must use your Newton County Schools email address. Once you complete the form with your information, click the “Accept Terms” checkbox at the bottom of the page and click the “Create Account” button.

English

**Create a New Account**

Please complete this form to create your account. A confirmation code will be sent to activate your new account so a valid email address is required. Your password must be at least 5 characters long and cannot be similar to your first name, last name, or email address.

Captcha  

15GZ1

First Name  Ross

Last Name  Hendricks

Account Email  hendricksr@newton.k

Confirm Email  hendricksr@newton.k

Password  .....

Confirm Password  .....

Terms Of Service **Reliance Communications, Inc. Terms of Service**

**1. Product.** This agreement covers the Reliance Communications, Inc. Subscriber Self-Signup portal, an online communications application, and any new features that augment or enhance the current communications application. Reliance Communications, Inc. may update the content, functionality, and user interface of the Service from time to time in its sole discretion and in accordance with this Agreement.

**2. Terms of Service.** User acknowledges and agrees to the following terms of service. In addition, User agrees that unless explicitly stated otherwise, any new features that augment or enhance the Service will be subject to this Agreement.

**2.1. Email And Notices.** User agrees to provide Reliance Communications, Inc. with User's e-

**Accept Terms**

[Return to Sign In](#)

An email will be sent to your email address that contains an activation code. On this next page, enter the confirmation code found in your email as well as the password that you entered on the Create New Account page and click the “Submit” button.

### Activate Account

You should have received an email containing a confirmation code. Please enter it below along with your password.

Confirmation Code:

Password:

[Return to Sign In](#)

On the following screen, click the checkbox next to your school or location and click the “Save” button at the bottom of the page.

### Interests

In addition to Emergency notifications, I would like to receive the following types of announcements:

- Attendance (Attendance Notification)
- General (General Notification)
- Survey (System Survey)

Language

- English
- Español


Campus Description

- Alcovy High School
- Central Office
- Challenge Charter Academy
- Clements Theme School
- Cousins Middle School
- East Newton Elementary School
- Eastside High School
- Fairview Theme School
- Ficquett Elementary School
- Heard Mixon Elementary School
- Indian Creek Middle School
- Liberty Middle School
- Live Oak Elementary School
- Livingston Elementary School
- Mainstay Academy
- Mansfield Elementary School
- Middle Ridge Elementary School
- Newton High School
- Oak Hill Elementary School
- Palmer Stone Elementary School
- Porterdale Elementary School
- Project Adventure
- Rocky Plains Elementary School
- Service Center
- Sharp Learning Center
- South Salem Elementary School
- Veterans Memorial Middle School
- West Newton Elementary School

To add a phone number to your account, click the “Add More” button underneath Notification Preferences at the top of the page.

### Notification Preferences

| Contact Information         | Type  | Status | Actions                         |
|-----------------------------|-------|--------|---------------------------------|
| hendricksr@newton.k12.ga.us | Email | Active | Account Email cannot be removed |

**Add More** 

Choose “Phone Call” and click the “Next” button.

### Add Contact Information

**Progress**

- Select Type**
- Enter Contact Info
- Activate

Type  Phone Call  
 Phone Call and SMS Text  
 SMS Text  
 Email

Enter the phone number to which you’d like to receive the School Messenger calls and click the “Next” button.

### Add Contact Information

**Progress**

- Select Type
- Enter Contact Info**
- Activate

Phone  678-

Logged in as Ross Hendricks (hendricksr@newton.k12.ga.us)  
Current system time is March 10th, 2010 06:28 am (America/Los\_Angeles)

Next, follow the instructions on the screen to activate your phone number. The activation process ensures that the phone number entered is valid and belongs to you. Once your phone number is activated, click the “Done” button at the bottom of the page.

### Add Contact Information

You must follow these steps within **24 hours** to complete this addition to your account.

[Print this page now](#)

**Progress**

- ✔ Select Type
- ✔ Enter Contact Info
- ▶ **Activate**

Step 1: You must call from the phone **(678)** : [redacted] in order to verify your caller ID.  
⚠ If your phone service has caller identification blocked, you must first dial \*82 to unblock it for this call.  
Step 2: Call **(866) 833-2572**  
Step 3: When prompted, select option 2.  
Step 4: When prompted, enter this activation code **821515**  
Step 5: When the call is complete, log back into your account to edit your notification preferences.

[← Done](#)

Logged in as Ross Hendricks (hendricksr@newton.k12.ga.us)  
Current system time is March 10th, 2010 06:29 am (America/Los\_Angeles)

Under your Notification Preferences, you should now see a notification type for both email and phone and both should be listed as active. If you wish to add additional phone numbers, click the “Add More” button and follow the same steps as above. To remove a phone number, you can click “Delete” next to the number.

### Notification Preferences

| Contact Information         | Type  | Status | Actions                         |
|-----------------------------|-------|--------|---------------------------------|
| hendricksr@newton.k12.ga.us | Email | Active | Account Email cannot be removed |
|                             | Phone | Active | ✖ Delete                        |

[Add More](#)

If you ever need to update your name, email address, or password you can click on the “My Account” tab at the top of the screen. From this screen you can also choose to permanently close your account

**SCHOOLMESSENGER®**

Messages | Contact Info | **My Account**

### Account Information: Ross Hendricks

**User Information**

First Name ✔ Ross

Last Name ✔ Hendricks

Account Email hendricksr@newton.k12.ga.us  
[Change Account Email](#)

Account Password [Change Password](#)

Account Status [Permanently close my account](#)

[✔ Save](#) [✖ Cancel](#)

Logged in as Ross Hendricks (hendricksr@newton.k12.ga.us)  
Current system time is March 10th, 2010 06:33 am (America/Los\_Angeles)

Once the initial sign up process is complete, you will be set up to receive School Messenger calls sent to staff members at your school as well as any district-wide calls sent to all NCSS staff members.