

To access LC Alerts:

- Go to <https://lcalerts.bbcportal.com>

First-time Users:

STEP ONE: Click "Sign Me Up".

LC Alerts

Welcome to LC Alerts, Louisburg College's emergency notification system! Please log in to view your account information or click Sign Me Up to create an account.

Please note that the LC Alerts portal is a closed website and you will need a valid student ID number in order to create and access an account.

Please contact the Student Life Office if you have any questions!

Email:

Password:

[Forgot your password?](#)

Remember me

or

Privacy Policy | Contact Site Administrator | English | 中文 | Español

2:06 PM
9/22/2015

STEP TWO:

- Enter requested information (use Louisburg College email address - @louisburg.edu).
- You will create your password – remember what it is so that you can login as needed to update your contact information.
- Once complete, click “Continue”.

LC Alerts

Welcome to LC Alerts, Louisburg College's emergency notification system! Please log in to view your account information or click Sign Me Up to create an account.

Please note that the LC Alerts portal is a closed website and you will need a valid student ID number in order to create and access an account.

Please contact the Student Life Office if you have any questions!

Your First Name:

Your Last Name:

Your Email:

Choose a Password:

Confirm Password:

I agree to the Blackboard Connect User Agreement, which includes my consent to receive the messages I select in the site, as well as the use of cookies in connection with operating the site. More information on the use of cookies is available at the Blackboard Privacy Center.

* All Fields Required

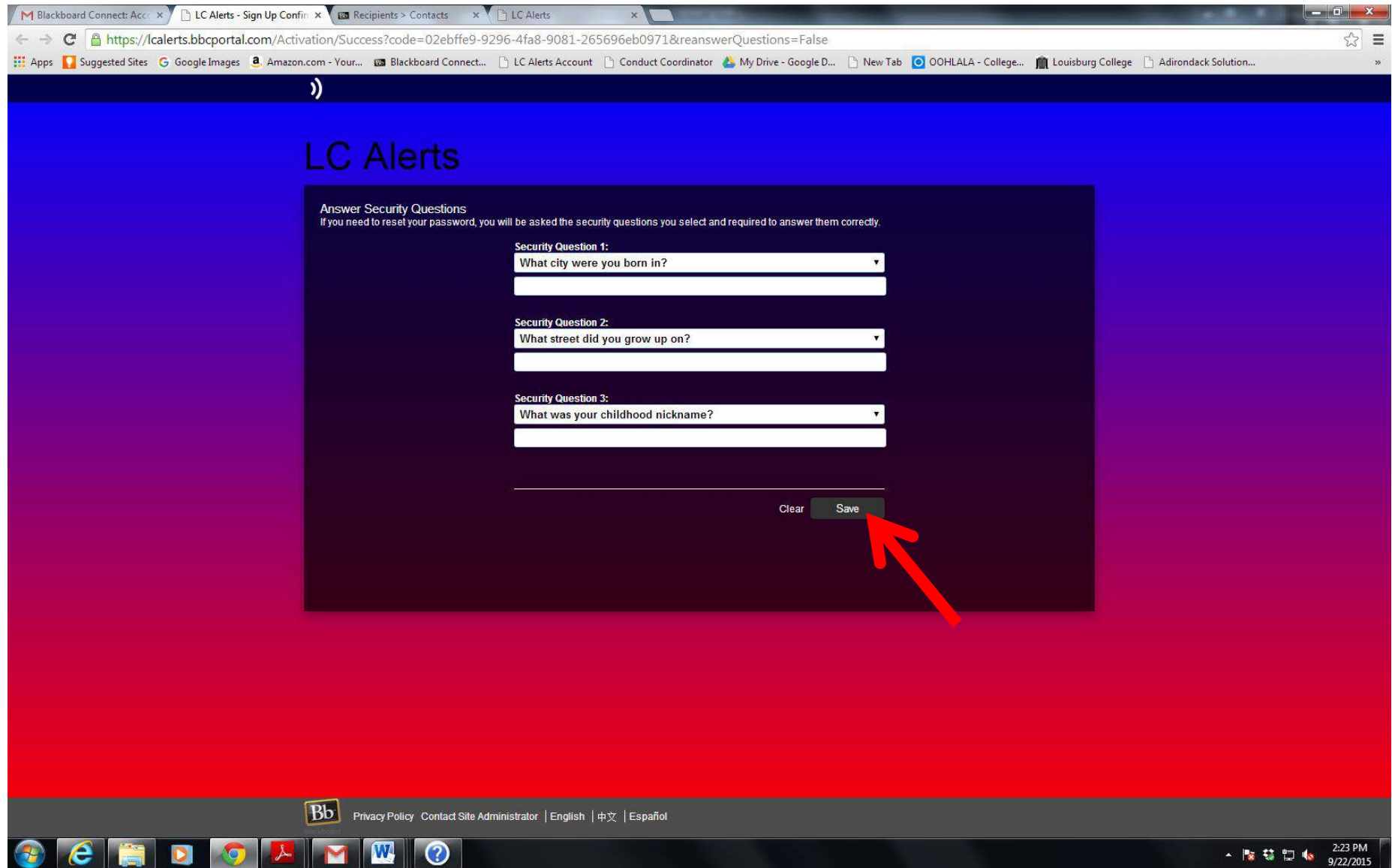
[Go back](#)

Bb Privacy Policy Contact Site Administrator | English | 中文 | Español

2:11 PM 9/22/2015

STEP THREE:

- Log in to your Louisburg College email and open the email from Blackboard Connect.
- Click on the link provided in the email (it should take you to the screen below).
- Answer the security questions provided and click "Save".



The screenshot shows a web browser window with the URL <https://lcalerts.bbcportal.com/Activation/Success?code=02ebffe9-9296-4fa8-9081-265696eb0971&reanswerQuestions=False>. The page title is "LC Alerts" and the main heading is "Answer Security Questions". Below the heading, there is a sub-heading "Answer Security Questions" and a note: "If you need to reset your password, you will be asked the security questions you select and required to answer them correctly." There are three security questions, each with a dropdown menu and a text input field:

- Security Question 1: What city were you born in?
- Security Question 2: What street did you grow up on?
- Security Question 3: What was your childhood nickname?

At the bottom of the form, there are two buttons: "Clear" and "Save". A red arrow points to the "Save" button. The browser's taskbar at the bottom shows the Windows logo, Internet Explorer, File Explorer, and other applications. The system tray in the bottom right corner shows the time as 2:23 PM on 9/22/2015.

STEP FOUR:
-Click "Login".

The screenshot shows a web browser window with the following details:

- Browser Tabs:** Blackboard Connect: Acc..., LC Alerts - Sign Up Confir..., Recipients > Contacts, LC Alerts
- Address Bar:** <https://lcalerts.bbcportal.com/Activation/Success?code=02ebffe9-9296-4fa8-9081-265696eb0971&reanswerQuestions=False>
- Page Content:**
 - Header: LC Alerts
 - Message: Congratulations, your account has been activated. You may now login.
 - Button: Login
- Footer:** Bb logo, Privacy Policy, Contact Site Administrator, English | 中文 | Español
- Taskbar:** Windows Start button, Internet Explorer, File Explorer, Google Chrome, Adobe Reader, Mail, Word, Help, System tray (2:24 PM, 9/22/2015)

STEP FIVE:

-Enter your Louisburg College email address and the password you created in STEP TWO and click "Login".

Blackboard Connect: Acco x LC Alerts x Recipients > Contacts x LC Alerts x

https://lcalerts.bbcportal.com/Entry

Apps Suggested Sites Google Images Amazon.com - Your... Blackboard Connect... LC Alerts Account Conduct Coordinator My Drive - Google D... New Tab OOH LALA - College... Louisburg College Adirondack Solution...

LC Alerts

Welcome to LC Alerts, Louisburg College's emergency notification system! Please log in to view your account information or click Sign Me Up to create an account.

Please note that the LC Alerts portal is a closed website and you will need a valid student ID number in order to create and access an account.

Please contact the Student Life Office if you have any questions!

Email:

Password:

Forgot your password?

Remember me

or Sign Me Up!

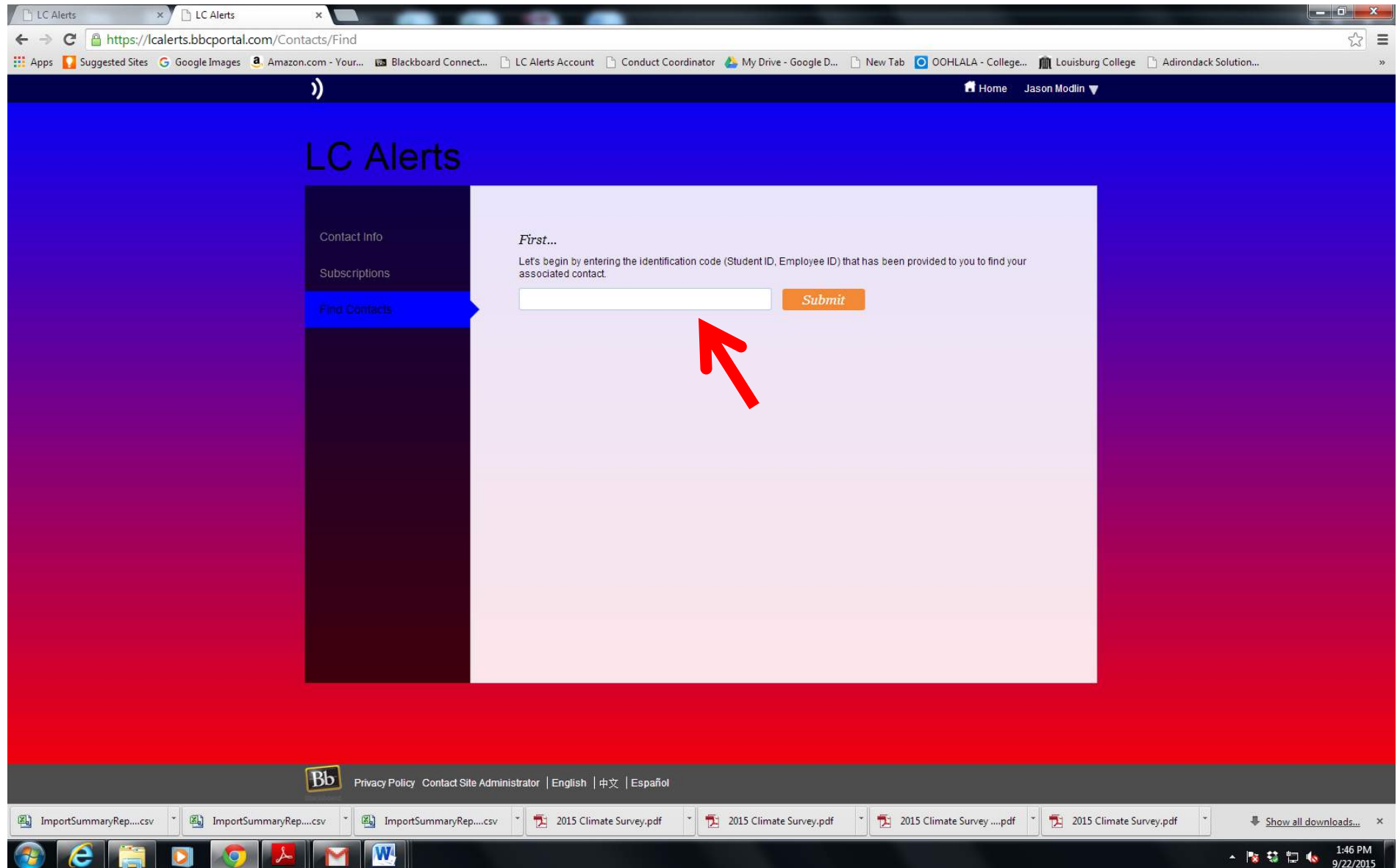
Bb Privacy Policy Contact Site Administrator | English | 中文 | Español

2:27 PM 9/22/2015

STEP SIX:

-Students: Use only the last five digits of your student ID (found on the reverse of your Hurricane Card).

-Employees: Use your entire employee ID (usually part/all of your last name plus three numbers) found on your pay statement. **Note: employee ID IS NOT the number on your Hurricane Card.**



The screenshot shows a web browser window displaying the LC Alerts portal. The URL in the address bar is <https://lcalerts.bbcportal.com/Contacts/Find>. The page has a dark blue header with the text "LC Alerts" and a navigation menu on the left with options: "Contact Info", "Subscriptions", and "Find Contacts" (which is highlighted with a blue arrow). The main content area is white and contains the following text:

First...
Let's begin by entering the identification code (Student ID, Employee ID) that has been provided to you to find your associated contact.

Below the text is a white input field and an orange "Submit" button. A large red arrow points to the input field. At the bottom of the page, there is a footer with the Blackboard logo and links for "Privacy Policy", "Contact Site Administrator", and language options "English", "中文", and "Español". The Windows taskbar at the bottom shows several open applications, including "ImportSummaryRep....csv" and "2015 Climate Survey.pdf", and the system clock displays "1:46 PM 9/22/2015".

STEP SEVEN:

- Enter your Louisburg College email address (@louisburg.edu).

The screenshot shows a web browser window with the URL <https://lcalerts.bbcportal.com/Contacts/Find>. The page has a dark blue header with the text "LC Alerts" and a navigation menu on the left with options: "Contact Info", "Subscriptions", and "Find Contacts" (which is highlighted in blue). The main content area is white and contains two sections:

- First...**: "Let's begin by entering the identification code (Student ID, Employee ID) that has been provided to you to find your associated contact." Below this is a text input field with a red bar on the left side.
- Next...**: "Now enter a phone number (xxx-xxx-xxxx) or email address that is used by this contact." Below this is a text input field and an orange "Submit" button.

A large red arrow points to the "Next..." input field. At the bottom of the browser window, the Windows taskbar is visible, showing several open files: "ImportSummaryRep....csv", "2015 Climate Survey.pdf", and "2015 Climate Surveypdf". The system tray shows the time as 1:56 PM on 9/22/2015.

STEP EIGHT:

- Click "Associate"

- Follow the on-screen instructions from this point to add/update your contact information and account settings.

LC Alerts

Home Jason Modlin

LC Alerts

- Contact Info
- Subscriptions
- Find Contacts**

First...

Let's begin by entering the identification code (Student ID, Employee ID) that has been provided to you to find your associated contact.

Next...

Now enter a phone number (xxx-xxx-xxxx) or email address that is used by this contact.

Great! We found a Staff Member at LOUISBURG COLLEGE

Associate

Bb Privacy Policy Contact Site Administrator | English | 中文 | Español

ImportSummaryRep....csv ImportSummaryRep....csv ImportSummaryRep....csv 2015 Climate Survey.pdf 2015 Climate Survey.pdf 2015 Climate Surveypdf 2015 Climate Survey.pdf Show all downloads...

2:01 PM 9/22/2015