Welcome to the Quantico Mass Notification System (QMNS)

This emergency mass notification system provides Marine Corps Installations Command – Marine Corps Base Quantico (MCINCR-MCBQ) with an effective and reliable mass warning and notification system that can warn affected personnel during a crisis event or when there is a change in base operating status.

During emergencies, it is critical to be able to quickly and accurately inform MCINCR-MCBQ personnel in real-time, notify them of threats, and provide them with instructions. To effectively and quickly reach a mass audience or targeted individuals/groups, the notification system relies on the contact information provided by users when registering into the QMNS.

QMNS users on the Marine Corps domain who log on to their Marine Corps Enterprise Network (MCEN) computers via a common access card (CAC) will automatically receive the network pop-ups from the QMNS. However, to receive emergency notifications via e-mail, text, and telephone, users must manually register their emergency contact information.

Registering devices allows MCINCR-MCBQ to notify personnel of an active or emergent event on the installation, or emergency instructions on necessary actions to take during a large scale emergency, and during a change in the base operating status (e.g. base closure due to snow).

MCINCR-MCBQ strongly recommends that users register all devices/methods that they would prefer to receive emergency information on:

- AtHoc Mobile Notifier (for Apple and Android devices. This is the best method for receiving notifications and works even when text messages do not). Each user can have the Mobile Notifier on up to five (5) devices.
- Text Messaging (Will still work if AtHoc Mobile Notifier does not).
- Email – Work
- Email – Personal
- Email – Personal #2
- Home Phone (MCINCR-MCBQ's policy is to not deliver messages via a phone call).
- Work Phone (MCINCR-MCBQ's policy is to not deliver messages via a phone call).

Help us to help you. Register today.

Table of Contents

QMNS Registration Instructions

Registration is easy and takes only a few minutes:

There are multiple ways to access the QMNS to register.

1. Access the "purple globe" on your MCEN computer's desktop using the following instructions. (This function only works if you are logged into a MCEN computer).

On the right side of your desk top toolbar, click the triangle to reveal hidden icons (if hidden).

Right click on the [icon] icon to access QMNS and then left click on "Update My Info":
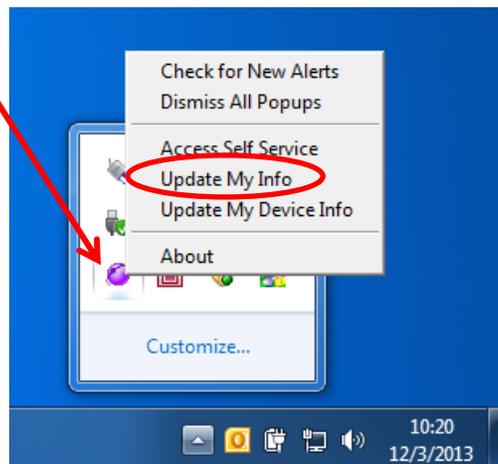
OR

2. Click on, or copy, the following address into your computer's internet browser:

https://alerts1.mcdsus.mcds.usmc.mil/SelfService/ActivityFeed

(This URL only works while logged onto a MCEN computer with a Common Access Card (CAC).

Select the certificate with the word "EMAIL" (it might ask for your pin).
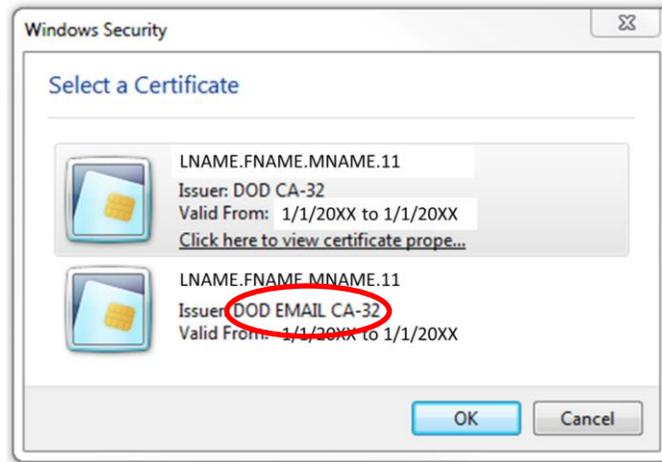
Once selected, you will have accessed you're "My Profile" box. In order to input or edit your personal devices, left click on "Edit".
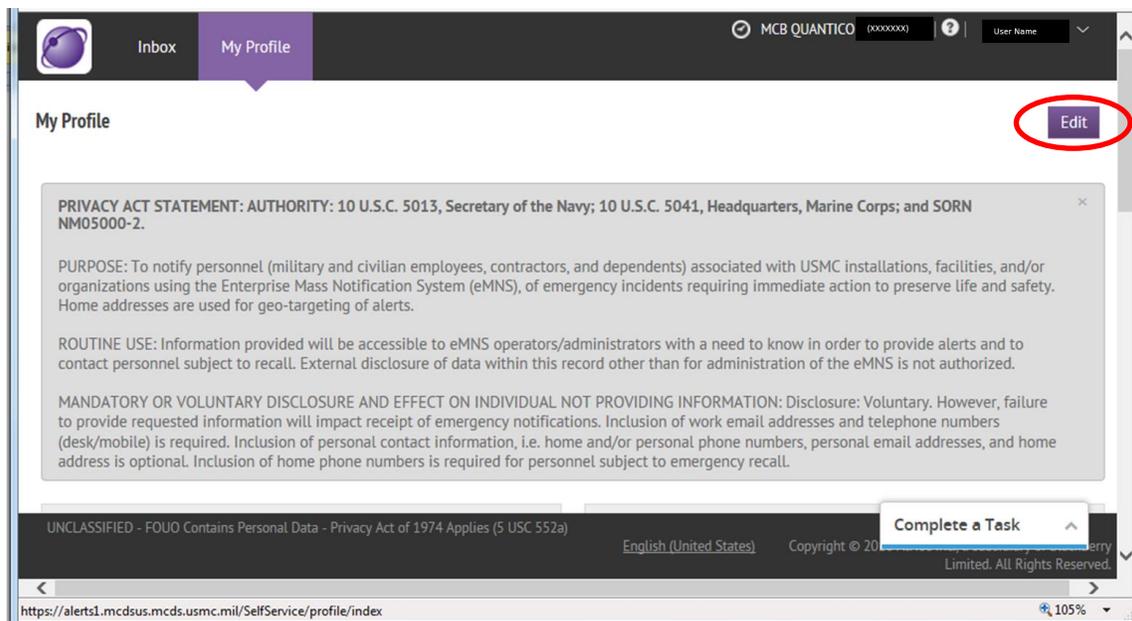
Scrolling down in the above window will show your personal information.

"Basic Info" will already have populated some of your information as it is pulled from the Global Access List (GAL).

Once you click on the forward slash (shown above), the below pop up window appears. <u>Select the organization where you actually work, not where you are administratively assigned (e.g. do not select H&S Battalion unless you work for the H&S Battalion Staff).</u>

Scroll to your personal information and insert your phone numbers, email addresses, home address, and work address. Once you have entered your information, click "Save".

My Profile

Cancel   Save

Numbers

Phone - Work

Do not enter DSN numbers. Enter 10 digit commercial numbers. Extensions can be added by adding an x then the extension number.

Phone - Home

Text Messaging

Phone - Emergency

Phone - Dependent

Mobile App

← No information required here. The Mobile App will be discussed later.

Email - Work

Email - Personal

Email - Personal #2

Physical addresses

Home Address

Type an address, City or Zipcode

Type in your home address, to include zip code

Work Address

Type in address or use cursor to navigate to work address

▼ Advanced Information

You have completed the registration process. If information changes, you can edit your profile using the same instructions.

When you leave MCINCR-MCBQ and no longer require notifications, you can access your profile and remove all of your devices. If you do not, MCINCR-MCBQ sends out monthly test messages asking if users are still in need of notification. This allows those that are not in need of the notifications to be deleted by an administrator.

MCINR-MCBQ MASS WARNING AND NOTIFICATION SYSTEM
Smartphone Application Setup & Use

ATHOC NOTIFIER

The Quantico Mass Notification System (QMNS) includes a mobile notification smartphone application in addition to several other forms of notification such as desktop alert, email, phone, and text message. The AtHoc Notifier is a smartphone app which displays as a purple globe on your device screen with the rest of your mobile applications. The AtHoc Notifier is available for iOS and Android smartphones.

INSTALL THE ATHOC NOTIFIER

The AtHoc Notifier can be installed in just a few easy steps.

Required: Before you download and install, you must have an active email set up in the QMNS.

STEP 1. Search for and download the AtHoc Notifier app from the Apple App or Google Play stores. You can have up to 5 devices (owned by anyone) associated with your QMNS profile.

STEP 2. When the download is complete, open the application and enter any active email address associated with your QMNS profile when prompted.

STEP 3. AtHoc Notifier will send a verification email to confirm your address.
From the email, click verify (verification emails are only sent to addresses associated with your profile).
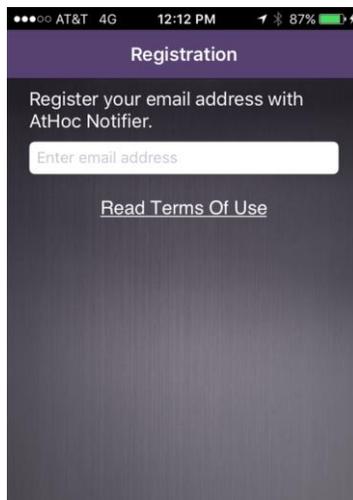
STEP 4. Return to the application on your mobile device and add the QMNS organization code (Quantico.mil) as prompted. You have completed the installation.
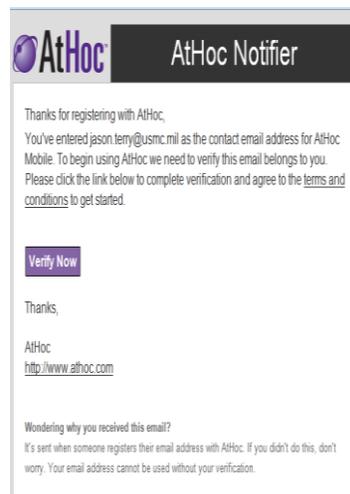
Step One	Step Two	Step Three	Step Four

DOWNLOAD	ENTER EMAIL	VERIFY EMAIL	ENTER ORG CODE

RECEIVE & RESPOND TO ALERTS

Use the messages inbox to view messages and alerts. The icons identify the status of each alert:

READ MESSAGES AND ALERTS
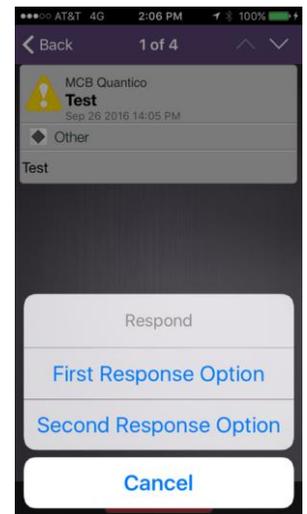
Tap an alert to open it and read the contents.

An alert that ended; replies are no longer accepted

Alerts that require a reply
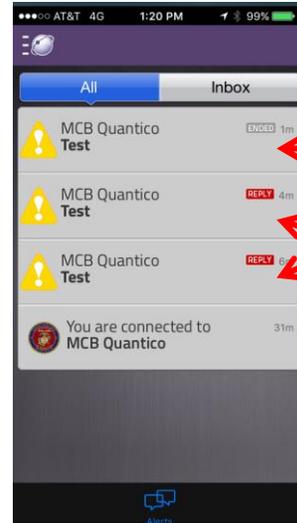
ACKNOWLEDGE & SEND RESPONSES

Tap "Acknowledge" to reply to an alert. Some alerts provide multiple options. Tap "Reply" to respond, and then tap the correct response option.

UNSUBSCRIBE

You can unsubscribe from receiving alerts from the profile screen.

1. From the profile screen, tap your organization.
2. Click "Disconnect".
3. You will no longer receive notifications from the QMNS. You may delete the application from your device.