PANIC BUTTON INSTRUCTIONS

EMPLOYEE DESKTOP/LAPTOP & TEACHER STATIONS

Alertus Desktop Activator serves as a desktop panic button. The button uses settings defined by the user for room, building, name, and phone number. It sends the predefined settings to the Campus Security & Emergency Services. Software Panic Buttons can be activated in one of three ways:

**From the System Tray**

Left click on the Alertus Desktop System Tray

Send Alert by selecting the **Send Alert button**. All information is optional (Name: field will auto populated given the name of the person logged into the computer).

**From the Desktop Icon**

Double click the Desktop Activator icon.

Additional information available at: [http://www.stclaircollege.ca/security/](http://www.stclaircollege.ca/security/)