



MEMORANDUM

To: The USC Community

From: C. L. Max Nikias, Provost and Senior Vice President,
Academic Affairs
Todd R. Dickey, Senior Vice President, Administration

Date: September 28, 2007

Re: **“TrojansAlert” System**

Handwritten initials in black ink, appearing to be "CLN" or similar, are written over the "From:" line of the memorandum.

As recent events have shown, an emergency or crisis situation can occur without notice anywhere in the world or our nation—including at major universities such as USC. To better prepare our students, faculty, and staff for emergency response, we are pleased to announce that USC has recently acquired a new means of contacting and sharing information with our community in event of an emergency.

We recently launched “TrojansAlert,” which is a system that sends out text messages, voicemails, and e-mails from USC Administration and the Department of Public Safety. The system is designed to alert the community rapidly to emergency situations affecting USC and its facilities, and to give simple instructions to help individuals respond to the event.

In order to best protect the Trojan Family, we are writing to ask all members of the USC community to enroll in the TrojansAlert system without delay. To do so, please visit the Web site: <https://trojansalert.usc.edu>. There, you will have the option to designate how you would like us to contact you—by text message to your cell phone, e-mail to your account, voicemail to a phone number you designate, in any combination. Please note that all the information you enter will be kept confidential, and used only in event of a true emergency situation.

Again, we need your help: please enroll in TrojansAlert today. It will only take a minute or two, and your participation in this system will help all of us be active partners in making our community safer—and able to respond in an emergency.

Please note that the TrojansAlert system is only one part of our emergency response plan. More information on USC’s emergency response system is online at <http://www.usc.edu/emergency/>, and the USC emergency information hotline is (213) 740-9233.

If you have any questions about the new system, please contact the Department of Public Safety at (213) 740-5519 or e-mail to TrojansAlert@caps.usc.edu.