

PMC Alert – Emergency Notification System

PMC Alert - Emergency Notification System (ENS) is a service that allows College officials to reach all students, faculty, & staff with time sensitive information during unforeseen events or emergencies. The System uses voice, e-mail, and text messaging to broadcast pertinent information and, when appropriate, provide directions to those in the affected area(s).

For each individual, PMC Alert can deliver one voice message to the phone numbers, e-mail address, and text message number you have provided us. PMC Alert – Emergency Notification System is powered by Black Board Connect, which offers a set of emergency communications tools specifically designed for higher education institutions. The system is currently being used by nearly 200 colleges nationwide.

Any and all contact information you provide, such as home telephone numbers, cellular numbers, and e-mail addresses, may be used to notify you of an emergency or crisis that may affect you and/or the College community. Your emergency contact information may also be used to notify your designated emergency contact(s) of an emergency or crisis that may affect you and/or the College community.

Examples of emergency or crisis situations include (but are not limited to) the following.

- Extraordinary weather conditions
- On-Campus Crime and Assaults
- Natural Disasters
- Fires
- Serious Facilities issues
- Terrorist Attacks

What Do You Need to Do?

SIGN-UP!

- Log into <https://pinemanor.bbcportal.com/>
- Select the “Sign Me Up!” tab
- A confirmation email with a link will be sent to the email you provided (this may take a few minutes)
- Once you receive the email, click on the link and follow all prompts.
- Once you complete all prompts, be sure to sign back in to set your preferences.
- Be sure to hit “Done” to save all of your preferences

Frequently Asked Questions

What is the Emergency Notification System?

As part of Pine Manor College’s ongoing effort to ensure a safe environment, the College utilizes the Emergency Notification System (ENS), known as PMC Alert. The PMC Alert ENS is a comprehensive communications solution that allows the university to quickly disseminate an urgent message through multiple communication mediums.

Who are PMC Alert messages sent to?

Emergency Notification System messages are sent to every single member of the Pine Manor College campus community who has current personal contact information registered. Those individuals who do not have current personal contact information registered will not receive these critical messages.

How do I make sure I receive PMC Alert messages?

Click the following link: <https://pinemanor.bbcportal.com/> and complete all of the necessary prompts. Once you hit “DONE”, you will be notified of all future PMC Alerts.

What might a PMC Alert message say?

In an actual emergency, here are a few sample messages you may receive via text message or email – emergency messages are preceded by “PMC Alert” and often includes a Date/Time stamp:

- Hazardous Materials Incident in Building ‘X’ / Seek shelter if nearby or avoid the area if possible
- Tornado Warning issued in Boston / Go inside immediately and seek shelter. Avoid windows.
- Fire in Building ‘X’ / Evacuate Building ‘X’ immediately. Follow instructions from authorities. Avoid the area.

What should I do if I receive a PMC Alert message?

Do what the message tells you to do! The message is being sent from a college official and the information being sent has been confirmed.

If the message tells you to “Take shelter” or to “Shelter-in-Place” do just that. Your goal should be to find a room that you can lock yourself into (if the situation calls for it). Avoid leaving the building you are already in, unless the threat is inside with you. If you are outside, quickly get to the nearest building. If there is a clear and present threat in the immediate area, like an active shooter, you are going to have to make the best decisions for your own safety. Hazardous weather and chemical spills may also be situations for this type of action.

If the message tells you to “Exit the building” or “Evacuate” do just that. Your goal is to get out of the building in a calm and organized manner while looking around your work area for anything suspicious or out of the ordinary. Follow others leaving the building to an assembly area. If you notice anything suspicious, be sure to report it to first responders as they arrive.

There was a recent PMC Alert sent, but why did I not receive every form of communication?

The intent of the system is to get every person at least one form of communication (text, email, call, web, person-to-person) in a timely manner. Given the realities of life and limits of current technology, it is simply not possible to assure every person will receive every form of message. There are several uncontrollable points within the electronic communications systems where errors can occur, most of which are points controlled by outside vendors such as cell phone carriers, email providers, and computer systems. If an individual just receives an email, gets a social media notification, gets a text message, or just hears the information from a friend or co-worker, then the system was successful. The college is continually looking for ways to expand the number of components to the already redundant system.