Respond to an Event Notification

When an event occurs, notifications with event details are automatically sent to the people associated with that event.

To receive notifications, you must be associated with the template used to create the event, associated with the affected resources, subscribed to receive that type of event notifications, and have accurate contact details specified on your profile.

If you are not logged in to EMResource when the event occurs, you may learn about the event through an email or text message. Email and text messages include the name of the event, its details, the name of the person who created it, and the regions involved. In addition, the message includes a link to the Event Status page in EMResource.

To respond to a notification

1. On your computer, laptop, or mobile device, open the message.
2. Click the event details link.
3. Log in to EMResource. The *Event Status* page opens.
4. If you also subscribe to notifications through the web page, the event notification window opens. Potentially, an audible alert accompanies the window. Acknowledge the notification and, if appropriate, update the event statuses.