

## Critical event management system AtHoc desktop client quick start guide

### Overview

OMES is activating AtHoc, a critical event management system, to help notify all state employees of a technology outage or other critical event such as a cybersecurity alert.

### Resources

Any state employee who uses a state computer will have access to the tool.

Just look for the AtHoc icon on your desktop or in your system tray.

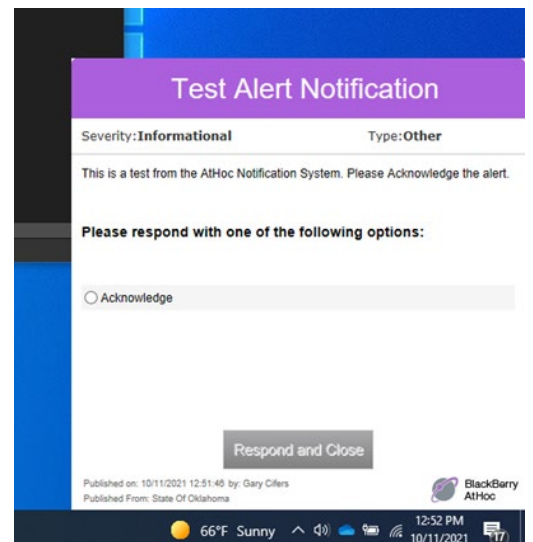
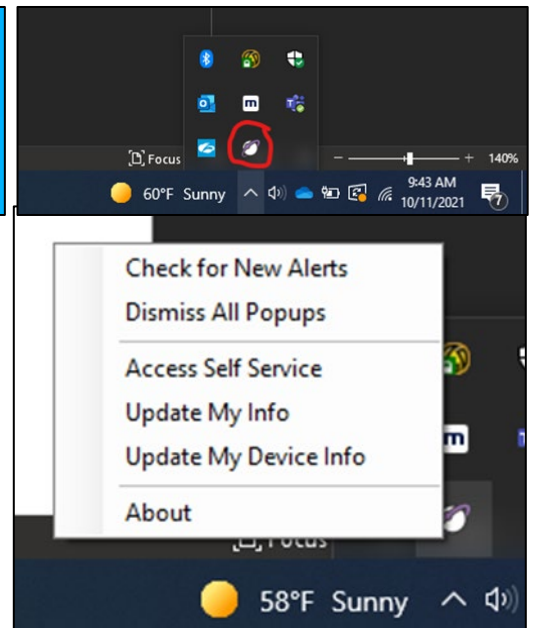
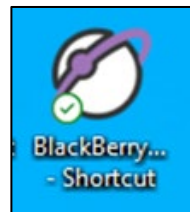
Left- or right-click on the icon, to bring up the main menu and the following options:

- Check for new alerts.
- Dismiss all popups.
- Access self service.
- Update my info.
- Update my device info.
- About.

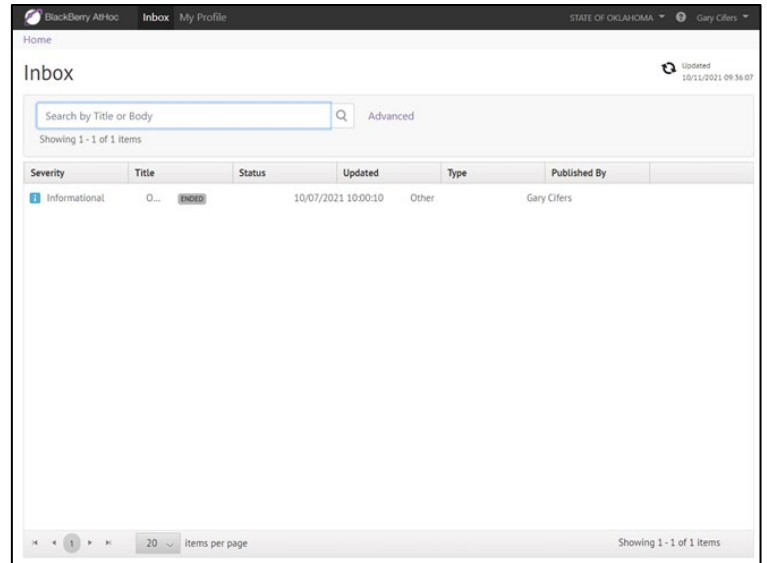
**Check for New Alerts** updates any unreported alerts to your computer at that moment.

A pop-up notification occurs if there is an outage or other critical event affecting you and your team.

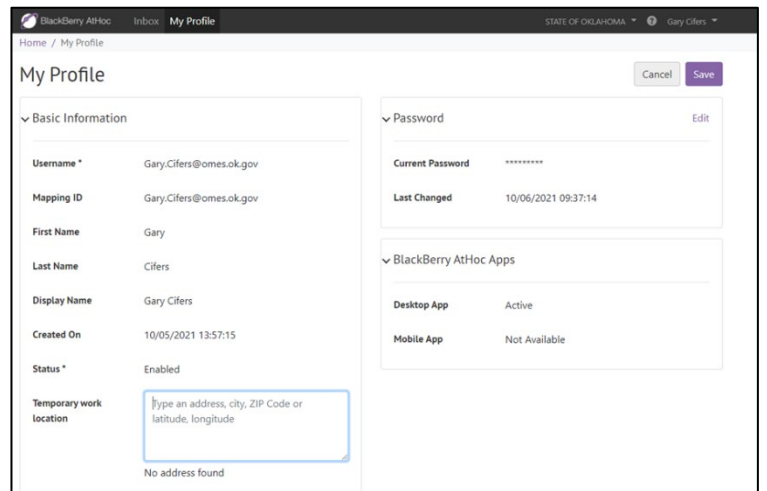
**Dismiss All Popups** clears notifications for AtHoc.



**Access Self Service** opens a new webpage to check alerts in an inbox style and check your profile to make changes.



**Update My Info** and **Update My Device Info** opens to a new web page to update your AtHoc profile.



**About** shows information about the the AtHoc Notifier client.

