1. Go to ForceConnect: <u>https://locker.private.navyreserve.navy.mil/forceconnect/#home</u>

rea forceconnect				Profile	My Subscriptions
	Manage Bulletins	Manage Topics	Manage Subscribers	Manage Roles	

2. On the top right, click **Profile**.

Profile	My Subscriptions

3. On the Profile and User Preferences page, in the Notifications section, click + Add Phone.

Profile and User Preferences Set preferred email and edit user profile information	Profile Information Name Willis, Kristi Primary Phone (757) 322-6658 Alternate Phone Not Provided	Edit
	Notifications	
	Primary Email kristi.willis@navy.mil	
	Alternate Email Not Provided	
	Text Messaging	
	+ Add Phone	

ForceConnect: How to Subscribe to Text Messaging

 In the Text Messaging Notifications window, select your cell phone carrier and enter your phone number.



6. Make sure to read the message about Message and Data Rates.



- 7. If you want to continue to subscribe to text messaging, click Submit, otherwise click Cancel.
- 8. After clicking Submit, you should receive a message similar to one below.



ForceConnect: How to Subscribe to Text Messaging

10. If you would like to unsubscribe from text messaging, uncheck the Text Messaging checkbox.



11. To continue to unsubscribe, click **YES**, otherwise click **NO**.

