



Remote Dial-In functionality is a non-standard feature only available to districts that already make use of Campus Messenger with Voice. Remote Dial-In functionality must be additionally requested.

The Remote Dial-In feature allows an emergency message to be sent to messenger recipients when the Campus application is inaccessible. Administrators need only to dial a telephone number and follow a series of prompts to create and send an emergency message. This feature is supported by Shoutpoint.

In order for parents or guardians to receive messages, they must have the **Emergency** checkbox selected for Voice on the specific phone for which they want to receive Emergency messages. In order for staff to be included, they must have an active District Employment record and have the **Emergency** checkbox selected for Voice on the specific phone for which they want to receive Emergency messages. The Campus location for the Emergency checkbox is *Census* > *Demographics* > *Personal Contact Information* > *Messenger Preferences*.

Use of this tool is conducted outside of the Campus product. Campus is not involved in this functionality, except in providing Shoutpoint with recipient contact data.

## **Required Setup**

The following setup is required before a district can use Remote Dial-In functionality:

- The district must already have Campus Messenger with Voice properly set up.
- The district must specifically request Remote Dial-In functionality.
- The person sending the emergency message must have access to a phone and have the Shoutpoint Remote Dial-In phone number/password readily available.

For information and instructions on use of the Remote Dial-In feature, please see the following articles:

- Remote Dial-In Administration
- Create Remote Dial-In Campaigns
- Automatically Import and Update Contacts

