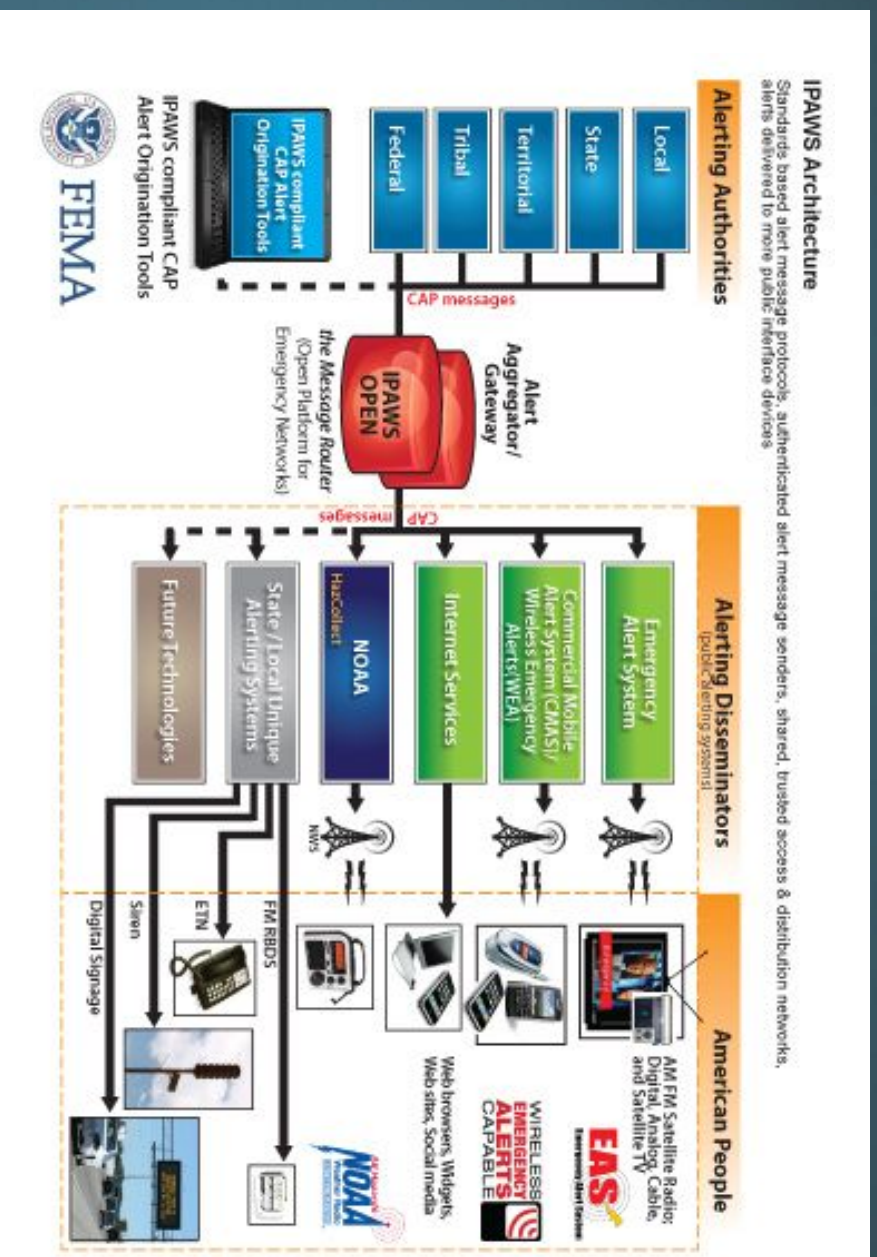
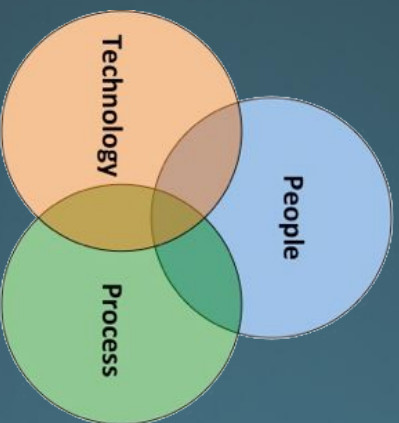


IPAWS Emergency Alerting System

An effective system is made from people, processes and technology. This overview shows the technology component, and specifically the user interface provided by the AlertSense IPAWS alerting tool. This tool allows emergency teams to send alerts to the FEMA/IPAWS system.



IPAWS Experience

Once logged into the system, this Dashboard is shown.

The user can review recently created templates, history, verify connection to IPAWS and initiate a public message.

Since this system is permission based, some users may see more information than others.

Messages

Go to the Message Form to send a Message:

SEND A PUBLIC MESSAGE

IPAWS-OPEN Service Status

TEST	120028	Expires on 05/20/2018	Status
DEMO	120028	Expires on 06/11/2015	Status

Recently Created Templates

- [Earthquake Warning LIVE](#)
- [High Surf Warning LIVE](#)
- [Tsunami Warning TEST](#)
- [Hospital Evacuation TEST](#)
- [Earthquake TEST](#)
- [EAS RWT TEST](#)
- [EAS Monthly Test LIVE](#)
- [EAS RWT LIVE](#)
- [Test Template](#)
- [Shelter in Place](#)

Step 1:
Select Send A Public Message

Create Public Message

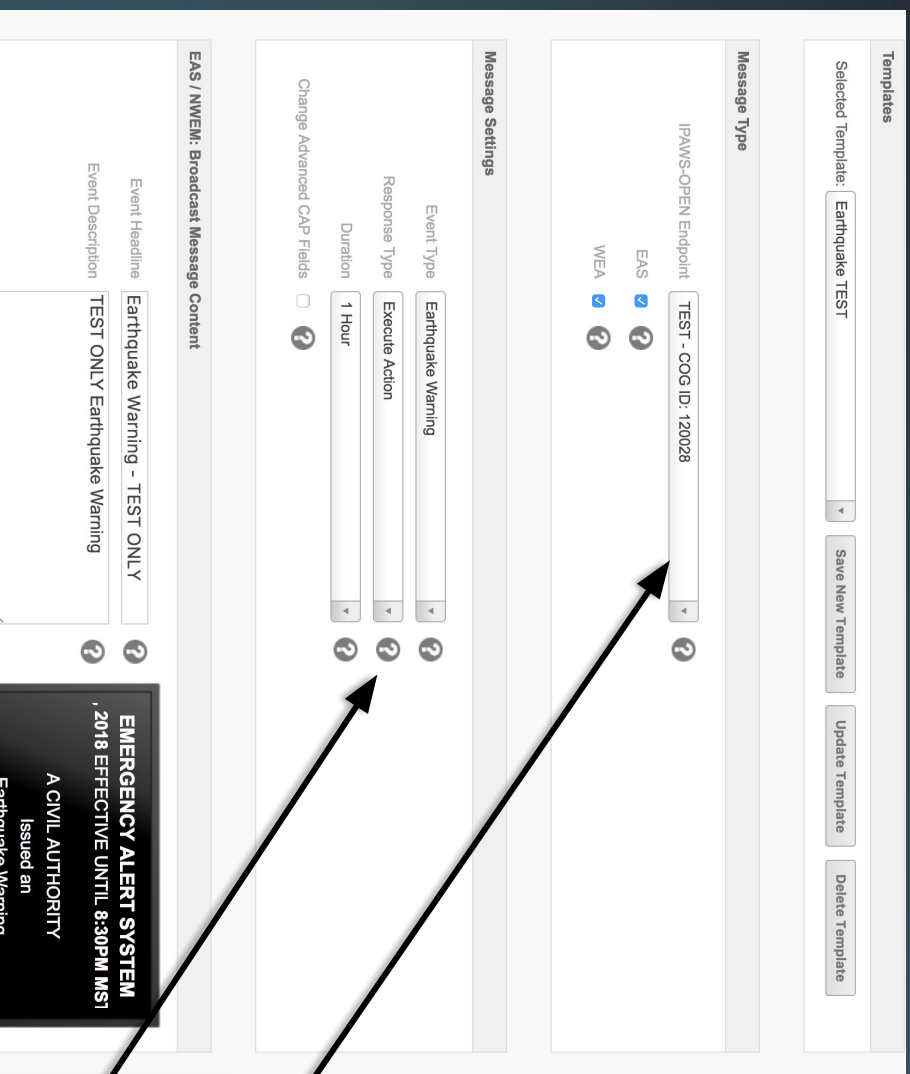
The screenshot shows the 'Create Public Message' interface. The 'Templates' section is active, displaying a dropdown menu with the following options: *TEST TEMPLATES, Earthquake TEST, EAS RWT TEST, Hospital Evacuation TEST, Tsunami Warning TEST, LIVE TEMPLATES, and Earthquake Warning LIVE. Below the dropdown are three buttons: 'Save New Template', 'Update Template', and 'Delete Template'. An arrow points from the 'Earthquake Warning LIVE' option in the dropdown to the 'Save New Template' button.

Regardless of the previous selection, the user is brought to a 2nd page in the system, which provides the alerting form necessary to complete the message.

Templates provide a convenient starting point for alerts and they can be organized into different groups. The emergency alerting team names and organizes templates in accordance with their specific needs, use-cases and processes.

If a template is selected, the form is pre-populated with everything that was saved in that template, including endpoint (demo or live), communication channels and other message options.

Step 2:
Select or Verify Template



The system supports both 'practice' (demo) and 'live' scenarios. Practice alerts can help the team maintaining their skills. Treating them seriously insures that team members are well versed in their own processes and familiar with the software system.

Regardless of whether a template is used as a starting point, and regardless of whether the alert is practice or live, the next steps are to modify, review and verify the message type, message content and other settings for the specific scenario.

Step 3:
Verify Message Type (demo or live)

Step 4:
Complete the Message Settings section

System operators review and edit all information before sending the message in a clear and easy **WYSIWYG** (what you see is what you get) format.

Whether for practice or live scenarios, these content preview steps are very important to ensure that the alert message is accurate and formatted correct before pressing “SEND” .

Step 5:
Create / modify / preview / verify Message Content and Formatting

Step 6:
Specify the target area

Step 7:
Click Send Message

CAP to EAS Translation:

A CIVIL AUTHORITY HAS ISSUED AN EARTHQUAKE WARNING FOR THE FOLLOWING COUNTIES/AREAS: NO AREA AT 7:30 PM MST ON JAN 16, 2018 EFFECTIVE UNTIL 8:30PM MST. Message from: TEST ONLY EARTHQUAKE WARNING. SEEK SHELTER IF NEEDED. TEST ONLY

Audio Message

[Preview Text to Speech](#)

[Select Existing File](#)

[Upload File](#)

WEA: Mobile Phone Content

Auto Generated Text Message

Earthquake Warning in this area until 8:30PM MST

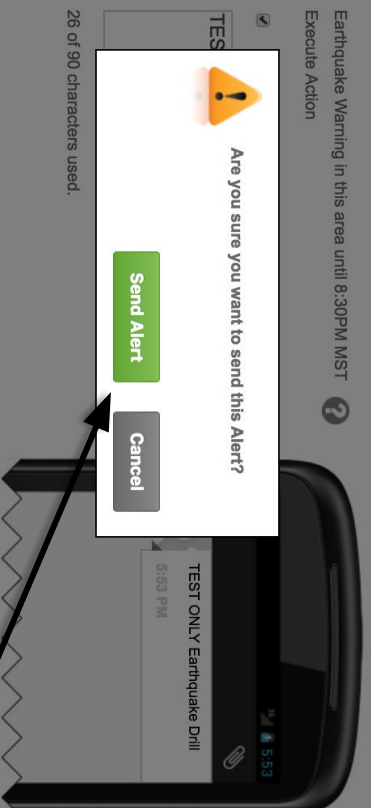
Execute Action

Edit Text Message

Text Message

TES

26 of 90 characters used.



Target Area

Area Description

Area

Geographic Area

Circle 1

Add Shape

After completing the form, and pressing “SEND MESSAGE” a third confirmation dialog is presented. This dialog is presented such that the underlying form and previews are still visible.

After the message has been reviewed, the user confirms that the message is to be sent by clicking “SEND ALERT” in the pop up window.

Send Alert will send the message to IPAWS for dissemination to the channels selected.

Cancel will take the user back to the form for further review.

Step 8:
Click Send Alert
As final confirmation

AlertSense IPAWS software is regarded by FEMA as one of the most intuitive and easy to use in the industry, but software is only one component of an effective public emergency alerting system.

FEMA requires that emergency management teams are trained on proper procedures before they're allowed to use any IPAWS software.

Training includes instructions for how to cancel and retract messages in cases of human error.

Processes that emergency alerting teams can use to help prevent human errors:

- Treat every practice alert like the real thing. It's a powerful system, be careful!
- Require review and approval by a 2nd person before sending any alert.
- Templates are the responsibility of the emergency alerting team. Clearly name and organize any templates that are created/used, and make sure operators are trained on them.
- Have a plan for false alarms and human error in case they occur.