USDA/FNS COMMODITY ALERT SYSTEM

To start the process of registering for a USDA/FNS Commodity Alert, please visit the web address below. If you are unable to click on the link, please type, or cut and paste the web address into your browser.

http://www.fns.usda.gov/fdd/ECOS/default.htm

The web address above will take you to the Food and Nutrition Services Food Distribution public web site. Once you have navigated to this site, you will see the section pictured below. Here you will see a brief description of the new service along with a link to start the self registration process.

When you access the link above, you will redirect to the Varolii web page to begin the process. To register as a new user, select the **Sign Up** link. If in the future you need to access your Self Registered profile to change one of few pieces of information that are asked of you, this is the page you will come, to sign in and make those changes.

The registration process will require you to supply some basic non-identifying pieces of information. This page is broken into two sections. The top section asks for: First Name, Last Name, a User Name (you create), and Password and to enter your email address. A company name or category can be entered but this is optional. The User Name and Password will allow you to access this profile in the future if changes are needed. The most important change would be to the email address. Since this Self Registration process is to notify you, via email, we want to make sure each profile has a valid account.

The bottom section asked for you to select a security question or to create one. Plus the answer is required. This will be used if you do need to access your profile for changes but have forgotten your password.
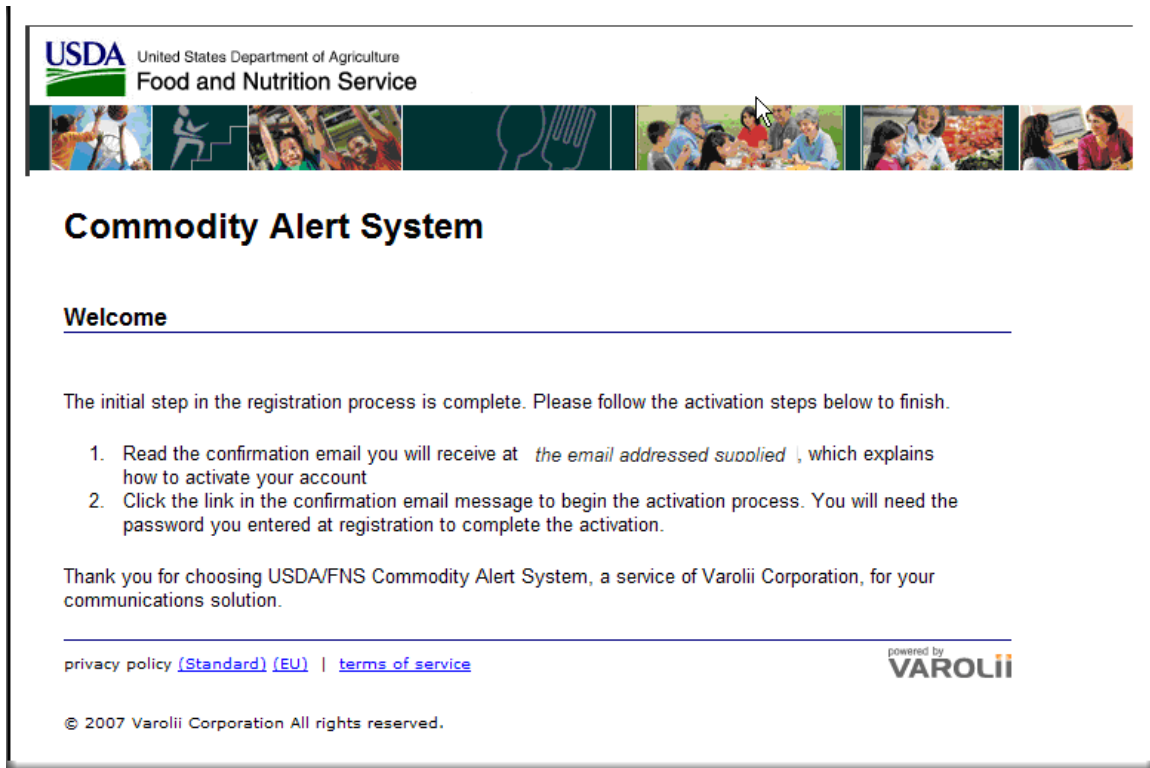
Once your profile has been successfully created, you will receive the Commodity Alert System Welcome screen. The screen outlines the next steps which are to read the confirmation email (shown below the Welcome page) and to click the activation link within the email.

USDA United States Department of Agriculture
Food and Nutrition Service

Commodity Alert System

Welcome

The initial step in the registration process is complete. Please follow the activation steps below to finish.

1. Read the confirmation email you will receive at *the email addressed supplied* , which explains how to activate your account
2. Click the link in the confirmation email message to begin the activation process. You will need the password you entered at registration to complete the activation.

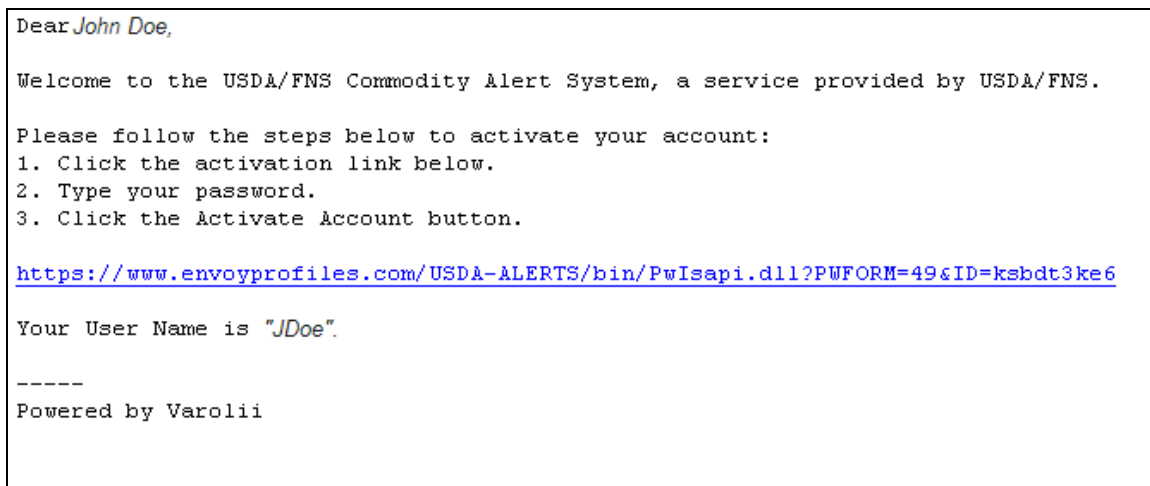Thank you for choosing USDA/FNS Commodity Alert System, a service of Varolii Corporation, for your communications solution.

privacy policy (Standard) (EU) | terms of service

powered by
VAROLii

© 2007 Varolii Corporation All rights reserved.

Dear *John Doe,*

Welcome to the USDA/FNS Commodity Alert System, a service provided by USDA/FNS.

Please follow the steps below to activate your account:
1. Click the activation link below.
2. Type your password.
3. Click the Activate Account button.

https://www.envoyprofiles.com/USDA-ALERTS/bin/PwIsapi.dll?PWFORM=49&ID=ksbdt3ke6

Your User Name is *"JDoe"*.

Powered by Varolii

When you access the link from the email, you will be directed to the page below. Enter the User Name and Password you created above, and 'Activate Account'.

Confirm your First Name, Last Name and optional Title fields are correct. Also ensure the correct time zone is displayed for you and that your email address is entered correctly. To verify your email address and to see a test email from this site, select the 'Quick Test' button. This is a good idea so you can ensure you can receive emails from this site. If you can not, check your email Junk or Spam folder or consult with your email administrator for possible solutions.

Once you are satisfied with your profile, select the 'Continue' button.

The final step of the registration process is to make sure there is a check next to the 'Primary Email' address shown and select the Finish button. This will ensure you receive an email notification when the next notification is sent from the Commodity Alert System. If it is not checked, no notification will be generated.

This completes the successful creation of your Commodity Alert System profile.

USDA United States Department of Agriculture
Food and Nutrition Service

Commodity Alert System

My Profile | My Contact Information | Logout

My Profile - *John Doe*

This page summarizes your profile settings. To make changes, click the appropriate link.

SETUP Complete!

My Profile
Last updated: Thu 26-Feb-2009/04:00 PM

Subscription Information

Message Retrieval PIN

Edit Schedules

Password Information

Click on the appropriate link below to change your password or your security question.

Change Password | **Change Security Question**

privacy policy (Standard) (EU) | terms of service

powered by
VAROLii

© 2007 Varolii Corporation All rights reserved.

USDA/FNS COMMODITY ALERT SYSTEM
Primary Email check

If the 'Primary Email' is not checked, access the My Profile page (shown above) and select the **Edit Schedules**.   Here check the Primary Email and select Finish.

Configure Devices   ❓ Help

Use this page to configure your devices to your alerts.

[Finish] [Cancel]

Device Configuration

☑ Primary Email

[Finish] [Cancel]

privacy policy (Standard) (EU) | terms of service   powered by **VAROLii**

© 2007 Varolii Corporation All rights reserved.