

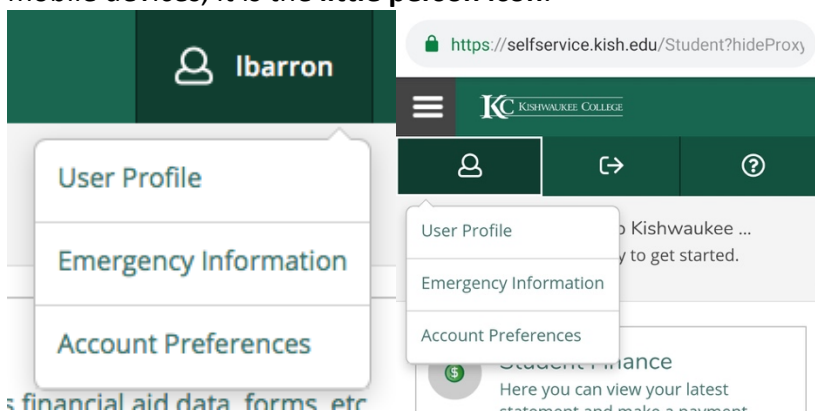
How to update your cell phone number in myKC

Go to <http://myKC.kish.edu> and login

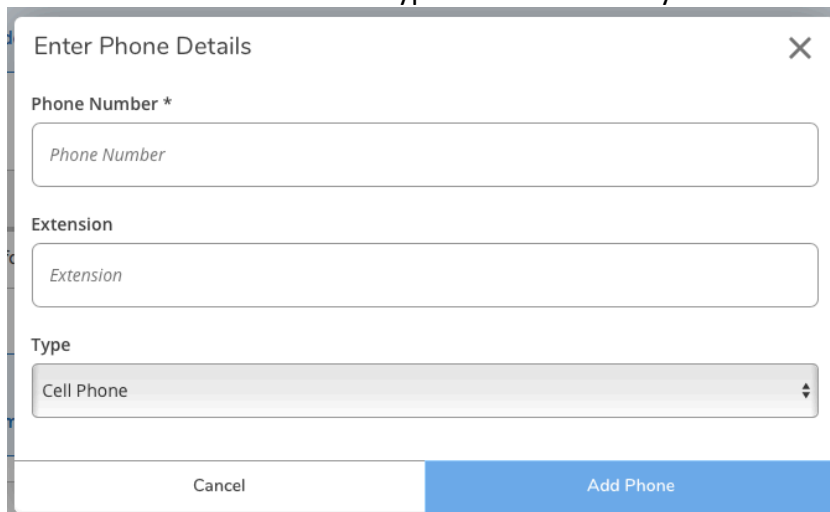
Locate your **Applications** box on myKC. On a desktop, it is on the right-side column. On mobile devices, you will need to scroll under Events to find it. Click on **Kishwaukee College Self-Service**. A new tab will open.



On a desktop, In the upper right hand corner, click on your **username** and then click on **User Profile**. On mobile devices, it is the **little person icon**.



In the third option, **Phone Numbers**, add your cell phone number to the list. It will need to be listed as **Type: Cell Phone**. It will add in the hyphens automatically. Click on **Add Phone**.

A screenshot of a form titled "Enter Phone Details" with a close button (X) in the top right corner. The form has three input fields: "Phone Number *" with a placeholder "Phone Number", "Extension" with a placeholder "Extension", and "Type" with a dropdown menu showing "Cell Phone". At the bottom, there are two buttons: "Cancel" and "Add Phone".

Your number is now added and you will be signed up for text alerts from Kishwaukee College.