

*During the week of Feb. 12-16, NIC will be holding a college-wide lockdown drill to test the preparedness of faculty, staff, and students in the event of an emergency that requires us to lockdown and shelter in place.*

## **NIC to hold lockdown drill**

### **WHAT SHOULD YOU DO?**

**1** Check your contact information listed in MyNIC to ensure that you get the alert prior to the drill date. The entry listed as “cell” will receive a text message.

**2** Stay in your room/office/classroom once the alert goes out. If you are on the campus grounds, then avoid the location named in the drill communication.

**3** Lock all doors, cover all windows, turn off the lights, and silence your cell phone.

**4** Monitor your email, computer, and cell phone for emergency updates.