

To Add a Cell Number for SMS/Texting (you will need to log in to the KCB Website)

For A Parent:

1. Go to My Account > My Account
2. You will see one box to the far right for "Add Email" and one for "Add SMS." Click the Add SMS button to the right of the box.
3. Fill in the Cell Number and Cell Carrier in the pop up and click the Send button
4. A pop up will say that a text has been sent to the cell number for verification
5. Check your cell phone for this message and note the Verification / Validation code. Note that some cell carriers can take a while to deliver the message.
6. Enter this number in the "Verification Code" field and click Verify. This MUST be done for the number to be activated for use through On Deck
7. The cell number will appear in the box with the "Verified" checkbox checked.

For A Swimmer:

1. Go to My Account > My Account
2. Scroll down to the bottom of the page to the section "Members Under This Account" and select the swimmer's name
3. Scroll midway down this page and you will see the two boxes on the right: Add Email and Add SMS. Click the Add SMS button.
4. Fill in the Cell Number and Cell Carrier in the pop up and click the Send button
5. A pop up will say that a text has been sent to the cell number for verification
6. Check the swimmers cell phone for this message and note the Verification / Validation code. Note that some cell carriers can take a while to deliver the message.
7. Enter this number in the "Verification Code" field and click Verify. This MUST be done for the number to be activated for use through OnDeck.
8. The cell number will appear in the box with the "Verified" checkbox checked.