MyShake Deployment Toolkit

INSTALLING MYSHAKE ON WORK PHONES AND MICROSOFT EDGE AND GOOGLE CHROME BROWSERS

Prepared by the California Governor's Office of Emergency Services (Cal OES)

TOOLKIT CONTENTS

Below are direct links to all resources included in this toolkit:

I. EMPLOYEE ANNOUNCEMENT EMAIL TEMPLATE 5

II. MYSHAKE QUICK-START GUIDE 8

III. IT REMINDER EMAIL TO ADD LOCATION 10

IV. USER FEEDBACK SURVEY 11

V. MYSHAKE SETUP VIDEO 12

VI. DEPLOYMENT PROCESS STEPS 13

VII. FOR IT ADMINISTRATORS: MOBILE DEVICE DEPLOYMENT 14

VIII. FOR IT ADMINISTRATORS: MS DEPLOYMENT BY DOMAIN GPO 16

IX. FOR IT ADMINISTRATORS: CHROME DEPLOYMENT BY DOMAIN GPO 22

X. FOR IT ADMINISTRATORS: MICROSOFT EDGE DEPLOYMENT BY INTUNE 25

XI. FAQS 28

Dear Leadership and IT Team,

Thank you for participating with Cal OES for the statewide deployment of the MyShake Earthquake Early Warning tools. This initiative will strengthen statewide seismic preparedness by ensuring that all employees receive timely, life-safety earthquake early warning alerts.

The MyShake Deployment Toolkit provides clear instructions and communication templates for installing:

1. The MyShake mobile app on organization-issued work phones
(IT-led deployment via the organization's mobile device management system)

2. The MyShake Microsoft Edge extension on all organization workstations
(IT-led installation across all staff Edge browsers)
Both tools deliver alerts from the California Earthquake Early Warning System powered by ShakeAlert, providing life-saving seconds to take protective actions.

Purpose of this toolkit:

- Guide IT through organization-wide rollout
- Provide employees with simple onboarding instructions
- Reminders to set or update alert locations
- Provide a link to a short user feedback survey managed by MyShake

IT Deployment Responsibilities

Work Phones
IT will push the MyShake mobile app to all Organization-issued iPhones and other managed devices. Employees will receive a notification once the app is installed and ready for setup.

Microsoft Edge Browsers
IT will deploy the MyShake extension across all Edge browsers used by Organization staff. Upon first launch, employees will be prompted to enter their work location.

Thank you for supporting a safer, more prepared California.

Sincerely,

Cal OES Earthquake Early Warning Program

I. EMPLOYEE ANNOUNCEMENT EMAIL TEMPLATE

Subject: MyShake Earthquake Alert Extension Coming to All Work Devices

To Employees:

In coordination with the California Governor's Office of Emergency Services (Cal OES), we will be deploying **MyShake earthquake early warning tools** to staff devices. This deployment includes installation on **organization-issued work phones** and **Microsoft Edge browsers** on organization computers.

MyShake is a life-safety tool that provides valuable seconds of advance warning before strong shaking begins during a significant earthquake, allowing time to take protective actions.

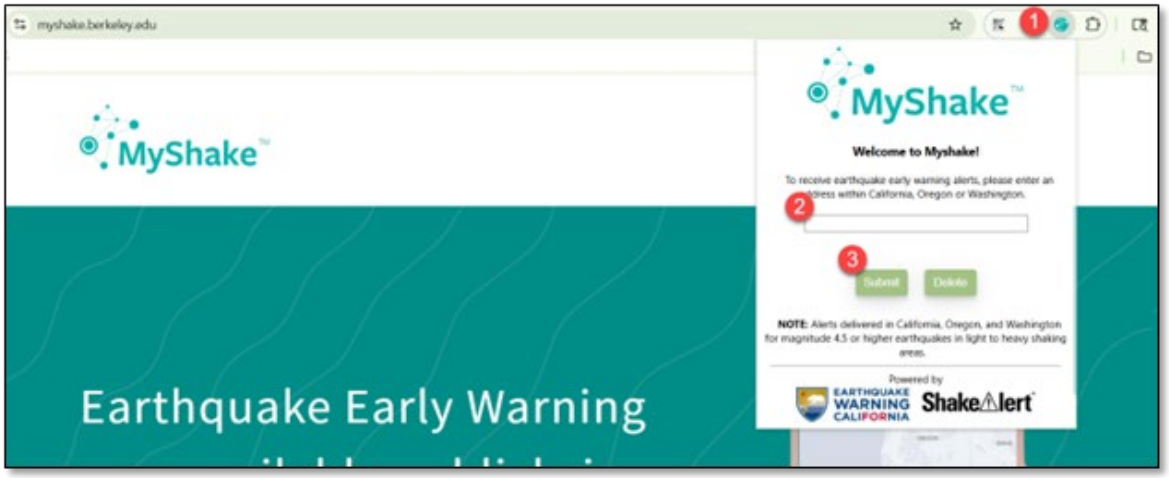
What You Can Expect

1. MyShake App on Organization-Issued Work Phones
IT will push the MyShake mobile app to all organization-issued work phones. Once installed, users will need to open the app to complete a short setup, including setting up your Homebase location, which ensures alerts can still be delivered if location services are temporarily unavailable.

2. MyShake Extension on Microsoft Edge
IT will also install the MyShake extension on all Microsoft Edge browsers used on Organization laptops and workstations.

After installation, users must open the MyShake extension from the Microsoft Edge toolbar to complete the initial setup. Follow the steps below to enter and save your location.

1. Open Microsoft Edge and click on the MyShake extension in the upper right-hand toolbar (turquoise puzzle-piece icon).
2. Enter your location in the address bar.
3. Select **Submit** to save your location.



Once setup is complete, the extension will be ready to deliver earthquake early warning alerts and preparedness information directly to your workstation.

Video Tutorial
A short, pre-recorded video walkthrough is available to guide you through setting up your MyShake location on both your phone and browser.

Video: **How to Set Up Your MyShake Location**

Why This Matters
MyShake is a critical alert pathway of California's Earthquake Early Warning System, powered by ShakeAlert. These alerts provide the opportunity to take protective actions such as **Drop, Cover, and Hold On** before strong shaking begins. You can learn more about protective actions on: **https://earthquake.ca.gov/**

We'd Like Your Feedback

Once you've completed setup, please fill out this short MyShake user feedback survey using the link provided:

Take the MyShake Survey

Distribution of Information
To ensure full awareness, this notification will be shared through multiple channels including:

- Help Desk Email
- IT Newsletter
- Inside Blog
- All-staff email

Optional: Personal Download

MyShake Deployment Toolkit

We encourage everyone to also download the free MyShake app on their personal cell phone. The MyShake app is available at no cost on both major app stores:

- **Download on iOS (Apple App Store)**
- **Download on Android (Google Play Store)**

Thank you for your partnership in strengthening earthquake readiness.

II. MYSHAKE QUICK-START GUIDE

The MyShake Quick-Start Guide is a brief, user-facing guide that provides step-by-step instructions for completing the required setup after IT installation. This guide can be shared during rollout, included in staff announcements, or referenced by IT and help desk teams to support onboarding and reduce common user issues.

What's Installed on Your Devices

Organization-Issued Work Phones

- The MyShake mobile app has been installed by IT.
- You will be prompted to complete a short setup.

Organization Work Computers

- The MyShake extension has been installed in Microsoft Edge.
- The extension runs in the background and does not require Edge to stay open.

Required: Set Your Homebase Location

Edge Extension alerts on your laptop will not work until you set your Homebase location.

On Microsoft Edge (Computer):

- Open Microsoft Edge
- Click the Extensions icon (turquoise puzzle-piece)
- Select MyShake
- Enter your work location
- Click Submit

On Your Work Phone:

- Open the MyShake app
- Follow the setup prompts
- Set your Homebase location

Check Your Volume

- Make sure your device volume is on and audible
- If muted, alerts will appear visually but without sound

What to Expect During an Alert

- Alerts are audible and visual
- Alerts work even if Edge is closed
- Alerts work if your computer is locked (but not asleep)

When you receive an alert: Drop, Cover, and Hold On.

If You Don't Receive an Alert
Confirm your Homebase is set, MyShake is enabled, your device is awake, and volume is not muted.

If issues continue, contact IT Support or MyShake.

Learn More

- Short setup video: **How to Set Up Your MyShake Location**
- Earthquake safety guidance: **earthquake.ca.gov**
- Have feedback? Fill out the **MyShake Survey**

III. IT REMINDER EMAIL TO ADD LOCATION

Subject: Action Needed: Please Confirm Your MyShake Location

Hello Team:

This is a reminder to set up or confirm your location in the **MyShake extension** within Microsoft Edge. This ensures you receive EEW alerts at the correct workstation.

How to Update Your Location

1. Open Microsoft Edge.
2. Click the **Extensions** icon (upper right).
3. Select **MyShake**.
4. Enter or update your location.
5. Click **Submit**.

Please update your location whenever you change offices, work remotely, or switch workstations.

Below is a video taking you through the MyShake App extension setup:.

Video to Set up Your MyShake Location

If you have an organization-issued work phone, please also confirm that your Homebase location is set in the MyShake mobile app to ensure you receive alerts when away from your workstation.

We'd Like Your Feedback

Once you've completed setup, please fill out this short MyShake user feedback survey using the link provided:

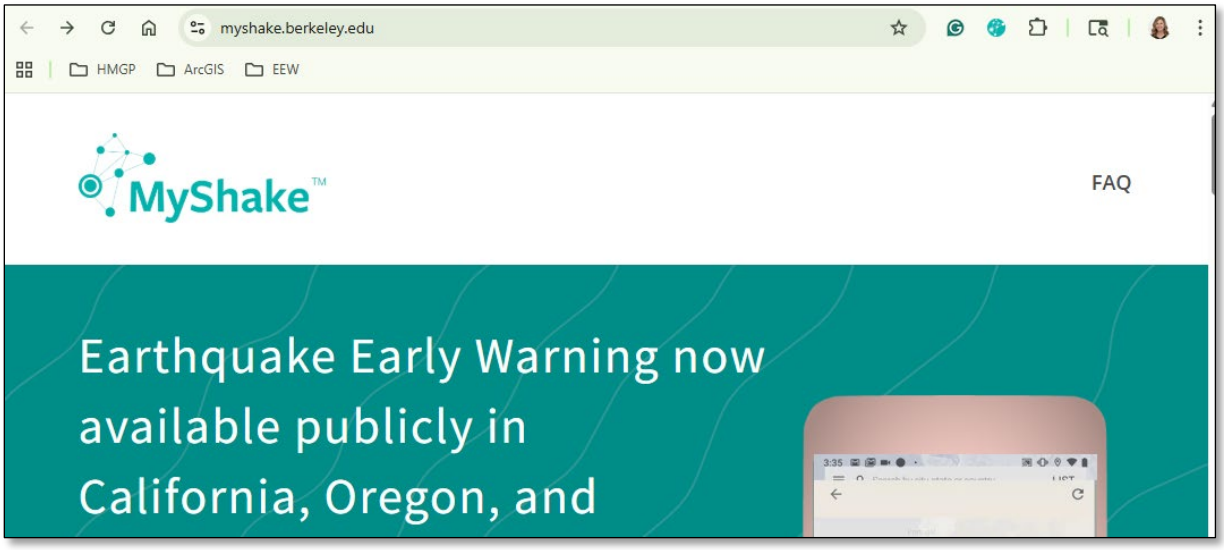
Take the MyShake Survey

Thank you for your attention and support,

IT Division & Cal OES EEW Program

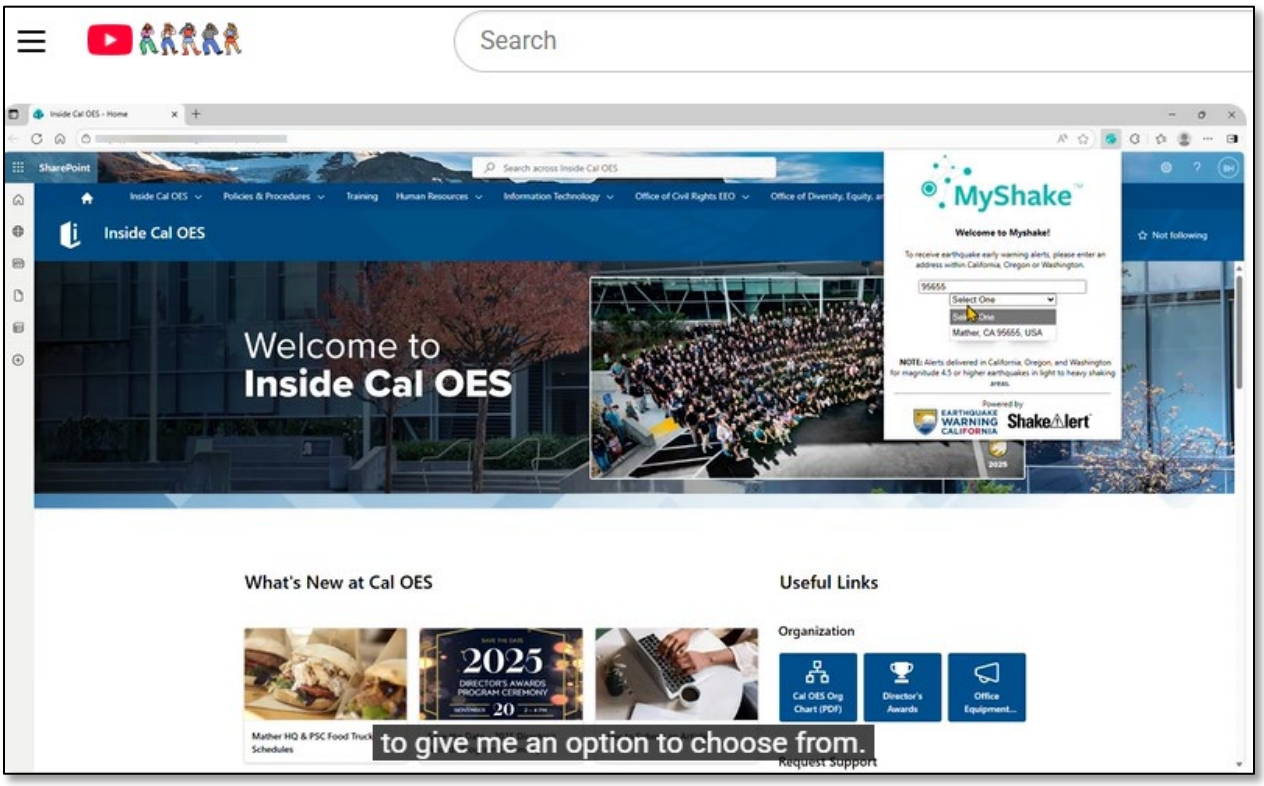
IV. USER FEEDBACK SURVEY

The MyShake team will host and manage the user feedback survey for all agencies. A link will be provided for staff to complete after setup. No action is required from your organization to create or maintain a survey form. Please use this URL for the user survey: **MyShake Survey Link**



V. MYSHAKE SETUP VIDEO

A pre-recorded setup video is provided for all agencies to use during onboarding. No new recording or customized video is required. Please use this URL for your announcements: **Video to Set up MyShake Location**



VI. DEPLOYMENT PROCESS STEPS

Phase 1 - Pre-Deployment

- Meet with your IT department
- Provide deployment toolkit and staff announcement materials
- Confirm scope of deployment (Edge extension and organization-issued work phones)
- Approve pilot timeline

Phase 2 - Technical Deployment

- IT tests installation on test machines and mobile devices
- IT deploys the MyShake Microsoft Edge extension to all organization browsers
- IT pushes the MyShake mobile app to organization-issued work phones
- Cal OES provides technical support as needed

Phase 3 - Staff Communications

- Send organization announcement to all staff
- Distribute communications through multiple channels (Help Desk email, IT newsletter, internal blog, and all-staff email)
- Share the pre-recorded MyShake setup video with staff
- Provide one-page quick-start instructions
- Instruct staff to set their Homebase location (required)
- Reinforce mobile app setup on organization-issued phones

Phase 4 - Reminder & Verification

- Send Homebase / location-update reminder email
- Ask staff to complete the MyShake user feedback survey
- Document technical issues and user questions

VII. FOR IT ADMINISTRATORS: MOBILE DEVICE DEPLOYMENT

Disclaimer

This section provides general technical guidance for deploying the MyShake mobile app to organization-issued mobile devices through a Mobile Device Management (MDM) system. Responsibility for determining appropriate deployment scope, conducting testing, validating compatibility, and ensuring compliance with internal IT security standards and policy requirements rests with the IT personnel at the organization deploying the application.

Overview

This section describes how to deploy the **MyShake mobile app** to managed mobile devices using your organization's **Mobile Device Management (MDM)** platform. This configuration ensures the application is distributed by IT and made available to employees or volunteers based on the organization's preferred device management approach.

Prerequisites

- Mobile Device Management (MDM) platform access
- Appropriate administrator permissions
- Organization-issued managed mobile devices
- Approved deployment group or device scope

Step 1: Log in to Apple Business Manager

Sign in to Apple Business Manager using your organization administrator credentials.

Step 2: Navigate to Apps & Services

From the main dashboard, go to the **Apps & Services** tab.

Step 3: Search for MyShake

Open the App Store section and search for **MyShake**.

Step 4: Assign Licenses to Your MDM Server
Assign the MyShake app licenses to your organization's MDM server so the app is available for managed deployment.

Step 5: Log in to Your MDM
Sign in to your organization's MDM platform.

Step 6: Sync the VPP Token
Sync the Apple Volume Purchase Program (VPP) token so the MyShake app becomes available within your MDM application catalog.

Step 7: Search for MyShake in the MDM
Locate the MyShake app within your MDM application inventory.

Step 8: Assign the App to Users or Device Groups
Deploy MyShake to users or device groups, depending on your organization's device management approach.

Result
The MyShake mobile app will be pushed to organization-issued managed mobile devices and will be available for employees or volunteers to complete setup, including entering their Homebase location.

VIII. FOR IT ADMINISTRATORS: MS DEPLOYMENT BY DOMAIN GPO

Disclaimer
This document provides general technical guidance for building a domain-level Group Policy Object (GPO) to deploy the MyShake Chrome extension to Microsoft Edge browsers within an organization's environment. Responsibility for determining appropriate deployment scope, conducting testing, validating compatibility, and ensuring compliance with internal IT security standards and policy requirements rests with the IT personnel at the organization deploying the extension.

Overview
This section describes how to deploy the **MyShake Chrome Extension** to **Microsoft Edge (Chromium-based)** using Active Directory Group Policy. This configuration ensures the extension is automatically installed, managed by IT, and pinned to the Edge browser toolbar for all users.

Prerequisites

- Active Directory domain environment
- Group Policy Management Console (GPMC) access
- Microsoft Edge (Chromium) installed on target devices
- Microsoft Edge ADMX templates installed (recommended)
- MyShake Chrome Extension ID

Step 1: Obtain the MyShake Extension ID

1. Open the MyShake extension page in the Chrome Web Store.
2. Copy the Extension ID from the URL.
3. Confirm the update URL: https://clients2.google.com/service/update2/crx

---

Step 2: Create or Edit a Domain GPO

1. Open Group Policy Management Console (gpmc.msc).
2. Right-click the domain or target OU.
3. Select Create a GPO in this domain, and Link it here…
4. Name the GPO:

5. MyShake – Microsoft Edge Extension Deployment
6. Right-click the GPO and select Edit.

Step 3: Configure Forced Installation of the MyShake Extension
This step ensures the MyShake Chrome extension is **automatically installed** on all managed Microsoft Edge browsers and **cannot be removed by end users**.

Policy Path
Computer Configuration
└ Policies
└ Administrative Templates
└ Microsoft Edge
└ Extensions

Configure the List of Force-Installed Extensions

1. Open **Configure the list of force-installed extensions**.
2. Set the policy to **Enabled**.
3. Select **Show…** to add extension entries.
4. Add a new entry using the following format: <ExtensionID>;<UpdateURL>

Example:
abcdefghijklmnopqrstuvwxyzabcdef;https://clients2.google.com/service/update2/crx

5. Select **OK**, then **Apply**.

Result:
The MyShake extension will automatically install on all scoped domain-joined devices and cannot be uninstalled by users.

Step 4: Pin the MyShake Extension to the Microsoft Edge Toolbar
This step ensures the MyShake icon is **visible and accessible** in the Edge toolbar for all users.

Policy Path
Computer Configuration
└ Policies
└ Administrative Templates
└ Microsoft Edge
└ Extensions

Control Which Extensions Are Pinned to the Toolbar

1. Open **Control which extensions are pinned to the toolbar**.
2. Set the policy to **Enabled**.
3. Select **Show….**
4. Add the MyShake Extension ID:
   abcdefghijklmnopqrstuvwxyzabcdef
5. Select **OK**, then **Apply**.

Result:
The MyShake icon will appear pinned in the Edge toolbar for all users.

Step 5 (Optional): Restrict User Modification of Extensions
Agencies may optionally apply additional controls based on internal IT security policy.

Recommended settings (optional):

- **Allow extensions to be installed from other stores** → Enabled
- **Control which extensions are allowed to be installed** → Include MyShake Extension ID
- **Extension installation blocklist** → Use only if required by organization standards

These settings help maintain a consistent deployment and reduce user error.

Step 6: Apply, Test, and Validate the Policy Force Policy Update on a Test Machine

Validation Steps

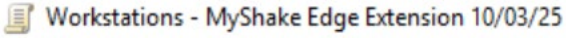
1. Open Microsoft Edge.
2. Navigate to: edge://extensions
3. Confirm:
   - MyShake is installed
   - The Remove option is disabled
   - The extension icon is pinned to the toolbar
4. Navigate to: edge://policy
5. Confirm Edge policies are applied successfully.

Step 7: Troubleshooting (if needed)

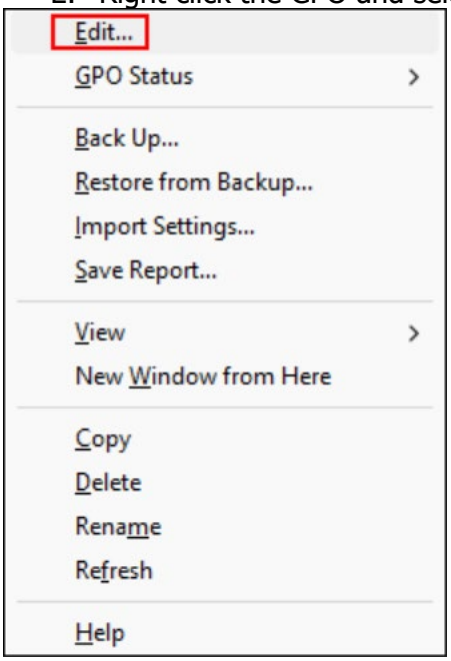
- Reboot the device if the extension does not appear after policy refresh
- Confirm the computer object is within the correct OU
- Verify Edge ADMX templates are current
- Confirm Edge is Chromium-based and up to date

Steps Summarized with Screenshots Below

1. Open GPMC.msc and create a new unlinked GPO using your naming convention

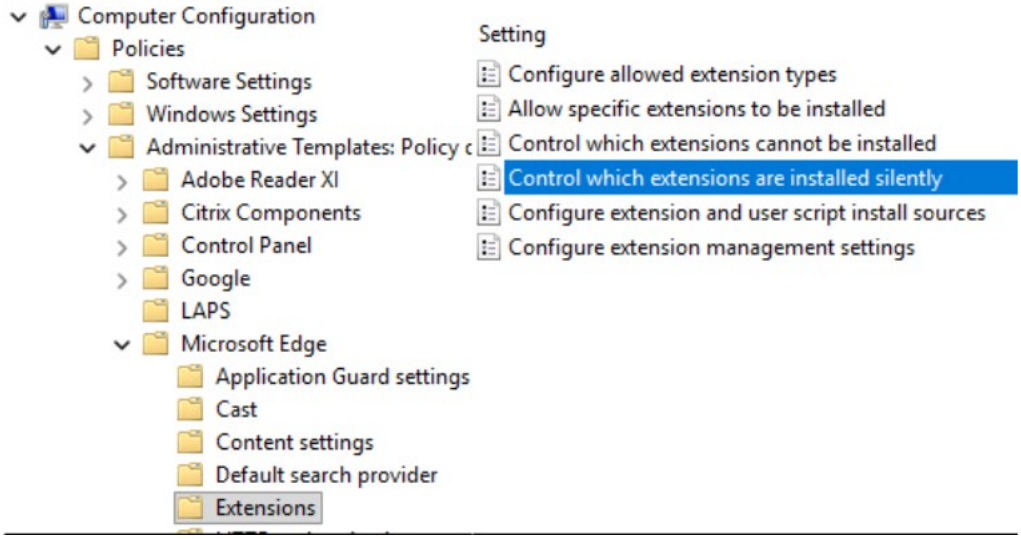


2. Right click the GPO and select ***Edit…***

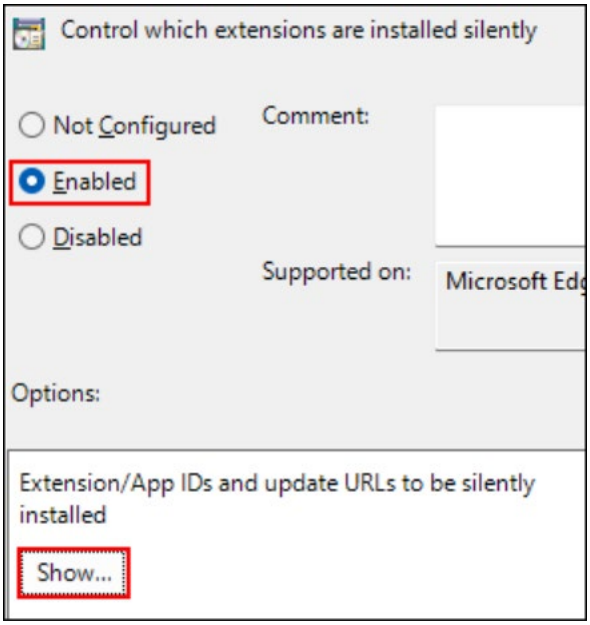


3. Double-click policy ***Computer Configuration > Policies > Administrative Templates > Microsoft Edge > Control which extensions are installed***

silently



4. Select ***Enabled*** and click ***Show…***

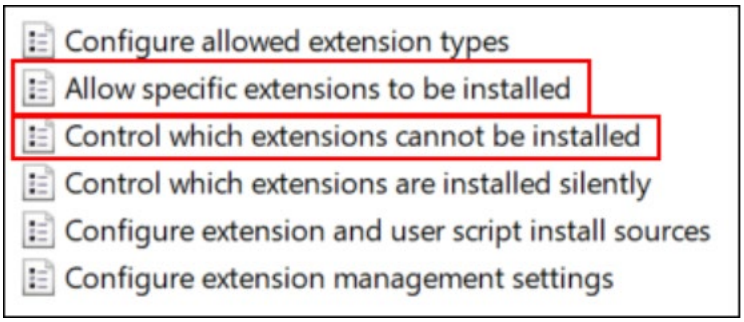


5. Double-click underneath the Value column and enter the string: ***lpkednlaigfphdigcgpbkoenklfdggkj;https://clients2.google.com/service/update2/crx***

6. Click ***Okay*** and ***Okay*** to complete the configuration of the GPO, then close the editor window

Notes:

- Test the policy according to your organization's testing standards as needed.
- The policy can be scoped to all domain joined computers in various ways, choose the way that fits your agencies configuration and methods.
- If your organization uses extension block or allow list policies, ensure you configure the additional settings that take that into account



IX. FOR IT ADMINISTRATORS: CHROME DEPLOYMENT BY DOMAIN GPO

Disclaimer

This section provides general technical guidance for building a domain-level Group Policy Object (GPO) to deploy the MyShake Chrome extension to Google Chrome browsers within an organization's environment. Responsibility for determining appropriate deployment scope, conducting testing, validating compatibility, and ensuring compliance with internal IT security standards and policy requirements rests with the IT personnel at the organization deploying the extension.

Overview

This section describes how to deploy the MyShake Chrome Extension to Google Chrome using Active Directory Group Policy. This configuration ensures the extension is automatically installed, managed by IT, and pinned to the Chrome toolbar for all users.

Prerequisites

- Active Directory domain environment
- Group Policy Management Console (GPMC) access
- Google Chrome installed on target devices
- Google Chrome ADMX templates installed (recommended)
- MyShake Chrome Extension ID

Step 1: Obtain the MyShake Extension ID

1. Open the MyShake extension page in the Chrome Web Store.
2. Copy the Extension ID from the URL.
3. Confirm the update URL: https://clients2.google.com/service/update2/crx

---

Step 2: Create or Edit a Domain GPO

1. Open Group Policy Management Console (gpmc.msc).
2. Right-click the domain or target OU.
3. Select Create a GPO in this domain, and Link it here...
4. Name the GPO (example):
5. MyShake - Google Chrome Extension Deployment
6. Right-click the GPO and select Edit.

Step 3: Configure Forced Installation of the MyShake Extension

This step ensures the MyShake extension is automatically installed on all managed Google Chrome browsers and cannot be removed by end users.

Policy Path
Computer Configuration
└ Policies
  └ Administrative Templates
    └ Google
      └ Google Chrome
        └ Extensions

Configure the List of Force-Installed Apps and Extensions

1. Open Configure the list of force-installed apps and extensions.
2. Set the policy to Enabled.
3. Select Show... to add extension entries.
4. Add a new entry using the following format: <ExtensionID>;<UpdateURL>

Example:
lpkednlaigfphdigcgpbkoenklfdggkj;https://clients2.google.com/service/update2/crx

5. Select OK, then Apply.

Result:
The MyShake extension will automatically install on all scoped domain-joined devices and cannot be uninstalled by users.

Step 4: Pin the MyShake Extension to the Google Chrome Toolbar
This step ensures the MyShake icon is visible and accessible in the Chrome toolbar for all users. If you want pinning to be optional, use "Pinned by default (user can unpin)" instead of "Force pinned".

Policy Path
Computer Configuration
└ Policies
  └ Administrative Templates
    └ Google
      └ Google Chrome
        └ Extensions

Configure Extension Management Settings (ExtensionSettings)

1. Open Configure extension management settings.
2. Set the policy to Enabled.
3. Select Show... to add extension entries.

4. Add/modify an entry where the Value name is the MyShake Extension ID: lpkednlaigfphdigcgpbkoenklfdggkj

Set the Value to one of the following JSON snippets:

Option A (Force pinned — user cannot unpin):

{"toolbar_pin":"force_pinned"}

Option B (Pinned by default — user can unpin):

{"toolbar_pin":"default_pinned"}

5. Select OK, then Apply.

Result:

The MyShake icon will appear pinned in the Chrome toolbar according to the option selected above.

Step 5 (Optional): Restrict User Modification of Extensions

Agencies may optionally apply additional controls based on internal IT security policy.

Recommended settings (optional):

- Extension installation allowlist → Include MyShake Extension ID
- Extension installation blocklist → Use only if required by organization standards

---

Step 6: Apply, Test, and Validate the Policy

Force Policy Update on a Test Machine

Validation Steps

1. Open Google Chrome.
2. Navigate to: chrome://extensions
3. Confirm: MyShake is installed and the Remove option is disabled (if force-installed).
4. Confirm the extension icon is pinned to the toolbar according to your selected pinning option.
5. Navigate to: chrome://policy
6. Confirm Chrome policies are applied successfully.

Step 7: Troubleshooting (if needed)

- Restart Chrome (or reboot the device) if the extension does not appear after policy refresh.
- Confirm the computer object is within the correct OU and that the GPO is linked and scoped correctly.
- Verify Google Chrome ADMX templates are installed and current.
- Confirm the target devices are running Google Chrome and can reach Google's update service (if required by your network controls).

X. FOR IT ADMINISTRATORS: MICROSOFT EDGE DEPLOYMENT BY INTUNE

Disclaimer

This section provides general technical guidance for deploying the MyShake Microsoft Edge extension using Microsoft Intune. Responsibility for determining appropriate deployment scope, conducting testing, validating compatibility, and ensuring compliance with internal IT security standards and policy requirements rests with the IT personnel at the organization deploying the extension.

Overview

This section describes how to import and deploy the provided Workstations - Deploy MyShake Edge Extension Intune configuration policy. The policy automatically installs and manages the MyShake extension in Microsoft Edge and displays the extension on the Edge toolbar by default while allowing users to unpin it.

Prerequisites

Microsoft Intune tenant
Appropriate Intune administrative permissions
Microsoft Edge installed on target Windows devices
Target Windows devices enrolled in and managed by Intune
Provided Workstations - Deploy MyShake Edge Extension - IntunePolicy.json file
Approved user or device group for deployment

Intune Policy File

The following JSON configuration deploys the MyShake Microsoft Edge extension through Microsoft Intune. Copy the JSON below into a text file and save it as: Windows Devices - Deploy MyShake Edge Extension.json

Important: Do not modify the JSON configuration unless your organization's IT environment requires changes. Test the policy with a designated test group before deploying it organization-wide.


```
{
  "@odata.context":
"https://graph.microsoft.com/beta/$metadata#deviceManagement/configurationPoli
cies/$entity",
  "createdDateTime": "2026-08-25T17:03:47.2290667Z",
```

```
 "creationSource": null,
 "description": "Deploys MyShake Earthquake Alerts Edge extension to all scoped
devices. Pins MyShake with the option to unpin.\n\nRefer to the MyShake
Deployment Toolkit for guidance on force pinning the extension.\n\nDeveloped
08/2026 on behalf of Cal OES IT by Dustin Thomas, ITS1.",
 "lastModifiedDateTime": "2026-08-25T17:03:47.2290667Z",
 "name": "Workstations - Deploy MyShake Edge Extension",
 "platforms": "windows10",
 "priorityMetaData": null,
 "roleScopeTagIds": [
    "0"
 ],
 "settingCount": 1,
 "technologies": "mdm",
 "id": "609f6443-a23e-4da6-bba4-cffd7532ce3a",
 "templateReference": {
    "templateId": "",
    "templateFamily": "none",
    "templateDisplayName": null,
    "templateDisplayVersion": null
 },
 "settings": [
    {
       "id": "0",
       "settingInstance": {
          "@odata.type":
"#microsoft.graph.deviceManagementConfigurationChoiceSettingInstance",
          "settingDefinitionId":
"device_vendor_msft_policy_config_microsoft_edge~policy~microsoft_edge~extensi
ons_extensionsettings",
          "settingInstanceTemplateReference": null,
          "auditRuleInformation": null,
          "choiceSettingValue": {
             "settingValueTemplateReference": null,
             "value":
"device_vendor_msft_policy_config_microsoft_edge~policy~microsoft_edge~extensi
ons_extensionsettings_1",
             "children": [
                {
                   "@odata.type":
"#microsoft.graph.deviceManagementConfigurationSimpleSettingInstance",
                   "settingDefinitionId":
"device_vendor_msft_policy_config_microsoft_edge~policy~microsoft_edge~extensi
ons_extensionsettings_extensionsettings",
```

```
                    "settingInstanceTemplateReference": null,
                    "auditRuleInformation": null,
                    "simpleSettingValue": {
                        "@odata.type":
  "#microsoft.graph.deviceManagementConfigurationStringSettingValue",
                        "settingValueTemplateReference": null,
                        "value":
  "{\"lpkednlaigfphdigcgpbkoenklfdggkj\":{\"installation_mode\":\"force_installed\",\"u
  pdate_url\":\"https://clients2.google.com/service/update2/crx\",\"toolbar_state\":\"d
  efault_shown\"}}"
                    }
                }
            ]
        }
    }
  ]
}
```

Step 1: Import the MyShake Intune Policy

1. Sign in to the Microsoft Intune admin center.
2. Navigate to Devices > Manage devices > Configuration.
3. Select Create > Import policy and select the provided Workstations - Deploy MyShake Edge Extension - IntunePolicy.json file.
4. Confirm the policy name Workstations - Deploy MyShake Edge Extension and complete the import.

Step 2: Review and Assign the Policy

Open the imported policy and review the configuration before deployment. The policy is configured to:

Force-install the MyShake Microsoft Edge extension.
Prevent users from removing or disabling the extension.
Display the MyShake extension on the Edge toolbar by default.
Allow users to unpin the extension from the toolbar.
Assign the policy to the appropriate user or device group according to your organization's deployment standards.

Step 3: Test and Validate the Deployment

Deploy the policy to a test group before organization-wide deployment.

1. On a test workstation, open Microsoft Edge and navigate to edge://extensions.

2. Confirm MyShake is installed, cannot be removed by the user, appears on the Edge toolbar, and can be unpinned if desired.
3. Navigate to edge://policy and confirm the MyShake extension management policy is applied successfully.

Result

The MyShake extension will automatically install on all Windows devices included in the Intune policy assignment. The extension will be managed by the organization and displayed on the Microsoft Edge toolbar by default. Users must still complete the MyShake setup by entering their Homebase location before earthquake alerts can be delivered.

Notes

Test the policy according to your organization's testing standards before broad deployment.

Deployment scope should be determined by the implementing organization.

If your organization already uses Microsoft Edge extension blocklists, allowlists, or other extension management policies, verify that those policies do not conflict with the MyShake configuration.

To force-pin the extension, change the toolbar_state value in the policy JSON to "force_shown". To leave the extension unpinned by default, use "default_hidden".

Disclaimer

This section provides general technical guidance for deploying the MyShake Microsoft Edge extension using Microsoft Intune. Responsibility for determining appropriate deployment scope, conducting testing, validating compatibility, and ensuring compliance with internal IT security standards and policy requirements rests with the IT personnel at the organization deploying the extension.

XI. FAQS

1. Does the Edge extension track my location?

No, the MyShake extension does not access your location data. Alerts are delivered based on the user-defined Homebase location.

---

2. Is my personal data collected or stored or distributed to third parties?

Your Homebase address is the only personal data that we collect. The Homebase data is stored on your device and remains on your device. The MyShake server receives and stores a coarse location of your Homebase for its alerting purposes. This coarse location cannot be used to determine your Homebase address.

---

3. Does MyShake extension use my location data?

No, the MyShake extension does not access your location data. The MyShake extension will only use the location you entered in the Homebase field.

---

4. Is the MyShake alert in the browser audible or visual?

The MyShake alert is both audible and visual. In most cases, the audible alert is what initially draws attention, provided the system volume is set to an audible level.

---

5. How loud is the MyShake audible alert?

The MyShake Drop-Cover-Hold On alert will play at system volume. If you have a wired or wireless speaker or headset, the audio will play on your speaker or headset.

---

6. Will MyShake alerts still work if my Microsoft Edge browser is closed?

Yes, a temporarily closed browser window will continue to deliver MyShake alerts.

---

7. Do I need to set a Homebase location for alerts to work?

Yes. Users must set a **Homebase location** during initial setup for the MyShake extension to deliver alerts. The Homebase is required to determine if the earthquake would cause shaking for the user and to deliver an alert to that user.

---

8. Does the Edge extension work if my computer is locked or asleep?

- If the computer is **locked but awake**, the alert will still trigger.
- If the computer is in **sleep or hibernation mode**, alerts will not be received until the device wakes.

---

9. Do I need to keep Edge open or running all the time?

No. Once installed, enabled, and configured with a Homebase, the extension runs automatically in the background and does not require Edge to be actively open.

---

10. Will the alert override "Do Not Disturb" or notification settings?

The alert will automatically override the "Do Not Disturb" setting.

---

11. Can employees disable or remove the extension?

This depends on organization IT policy. In most cases, the extension is managed by IT and cannot be removed by individual users.

---

12. What should I do if I don't receive an alert?

Confirm the following:

- A **Homebase location has been set**
- The browser has notification permissions
- System volume is turned up and not muted
- The Edge extension is enabled
- The computer is awake (not asleep or powered off)

If issues persist, contact your organization IT support.

---

13. Is the Edge extension a replacement for the MyShake mobile app?

No. The Edge extension is an **additional alerting channel**. Employees are encouraged to also install the MyShake mobile app on their personal or organization-issued phones for redundancy.

---

14. What if I am on my lock screen?

The alert audio will play on the locked screen.

---

15. Does the browser notifications need to be enabled?

The alerts are delivered via the browser, so yes, the browser notifications must be enabled. The browser notifications are enabled by default so you may not need to do anything.

---

16. How do I change my Homebase?

All you need to do is delete your current address and enter a new address.

---

17. How do I update the MyShake extension (when it has new updates)?

Enterprise systems will automatically do the update per the enterprise IT policy. No action is required by the user.

---

18. Where can I read your privacy policy?

Privacy Policy link. Note that this privacy policy covers all MyShake products (including the Edge extension and the MyShake app) and some elements of the policy may not be applicable to the extension.