



How to Set Up Drill Devices.

Tag a few Windows machines so drill alerts reach only them

Controlled drills let your school test teamSOS Desktop Alerts on a handful of machines **without triggering live devices or alarming staff**. This guide is for whoever looks after your Windows devices: it covers tagging the drill machines. Your drill lead then runs the drill itself using **How to: Run a Controlled Drill**.

Please note: drill tags are set in the Windows Registry on each drill device, so you will need **local admin rights** on those machines.

1 Choose your drill devices

Agree with your drill lead which machines to use. Two or three set aside as **permanent drill devices** means drills can run at any time without disturbing staff. These will be the only devices that respond to drill alerts – all others stay completely unaffected.

2 Set your drill tag

Rather than editing each machine by hand, set the tag once in our ready-made registry file, then run that file on each drill device.

1 Download the .reg file

Download [DesktopAlerts - Tags.zip](#) and unzip it to get the .reg file.

2 Set the TeamSosAlerter value

Right-click the .reg file and choose **Open with > Notepad**. Find the **TeamSosAlerter** entry and set its value to your drill tag – for example, **'Drill Device'**. Save the file.

File Edit View

Windows Registry Editor Version 5.00

[HKEY_LOCAL_MACHINE\SOFTWARE\teamSOS\Updater\Settings]

To set tags/groups, set to pipe seperated list of names, ie "Drill Only|Math Dept"
"TeamSosAlerter"="Drill Device"

The .reg file open in Notepad – set TeamSosAlerter to your drill tag

Tip: to tag a device into more than one group, separate the names with a pipe – for example **Drill Device|Maths Dept**.

3 Apply it to each drill device

1 Run the file

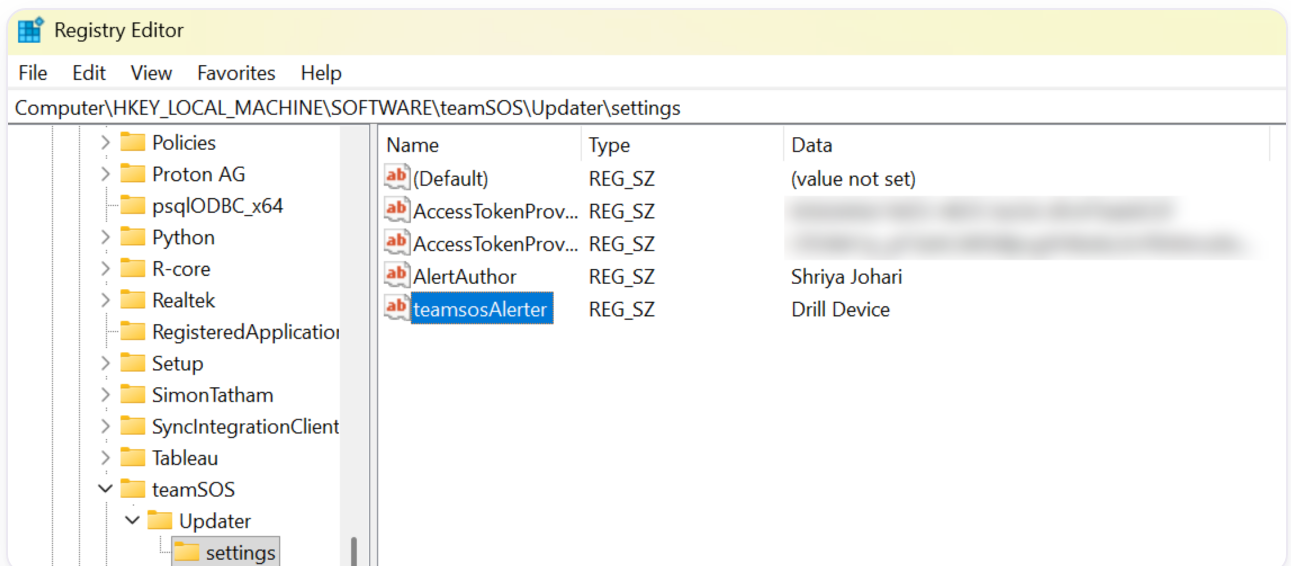
On each drill device, double-click the saved .reg file. Click **Yes** to the User Account Control prompt and to the Registry Editor confirmation.

2 Repeat across your drill devices

Run the same edited file on every machine you want to act as a drill device, or push it out using your usual deployment method.

4 Check it worked

On a drill device, press **Windows + R**, type **regedit** and press Enter. Browse to **HKEY_LOCAL_MACHINE › SOFTWARE › teamSOS › Updater › Settings** and confirm the TeamSosAlerter value shows your drill tag.



Registry Editor – the TeamSosAlerter value set to Drill Device

5 Hand over to your drill lead

- Tell your drill lead the **exact tag name** – it's the toggle they'll switch on when sending a drill.
- Use the **same tag name on every drill machine**, so one toggle covers the whole set.
- If a drill device is **replaced or reimaged**, run the .reg file on it again.

Need help?

If you encounter any issues, please contact help@teamsos.co.uk