# You'll be receiving the notifications YOU want after following these 3 easy steps!

### STEP 1: SIGN UP

Registration for the service is FREE, simple and totally anonymous.

#### **OPTION 1 - VOYENT ALERT! APP**

- 1. Go to your Google Play or Apple App store on your mobile device and search for "Voyent Alert!"
- 2. Download and install the app onto your phone or tablet.
- 3. Open the app and either:
- a. Enter in your street address OR
- b. Click on the "Use My Location" button
- 4. Select "Next" and follow through any prompts
- a. Please note that Location Permission allows for Voyent Alert! to notify you if there's an alert is issued in your vicinity. (Select "Yes" or "Always Allow" if you would like this)
- 5. Press "Send Notification." A test notification will now be sent to your device to confirm registration.
- 6. Click on the notification to complete your registration.

### OPTION 2 - REGISTER FOR TEXT/SMS, EMAIL, AND/OR PHONE CALL ALERTS

- 1. Go to register.voyent-alert.com
- 2. Select which method of notification you would like.
- 3. Enter in your street address.
- 4. Select "Next" and follow through any prompts
- 5. Voyent Alert! will confirm your registration

by sending you a 4-digit confirmation code through your selected alert medium.

- 6. Enter your verification code to confirm your registration.
- a. If you are registering for a phone call, you will receive a prompt to press "1".

### **STEP 2: ADD LOCATIONS**

You can add in multiple locations if you would like to receive site-specific alerts from around the city.

- 1. Log in to your account.
- a. If you are using a mobile app, log in by simply opening up the Voyent Alert! app on your smart device.
- b. For Text/SMS. Email and Voice users:
  - i. Log in at ca.voyent-alert.com
  - ii. Enter your email or phone number
- iii. A 4-digit verification code will then be sent to your email or phone. Once you receive it, enter the code and you will be successfully logged in.
- 2. Select on "My Locations" in the bottom right hand corner (or find it in the menu on the top left)
- 3. Add a new location by either:
- a. Selecting "Add Location" from the top right hand corner and typing in an address (make sure that it says Camrose) OR
- b. Move around and zoom in on the map and then clicking and holding on a location to make a new pin.

## STEP 3: OPT OUT OF TOPICS

When you sign up a new device, you are automatically signed up for ALL topics. Use the instructions below to opt out of topics you are not interested in. Please note that even if you deselect all of the topics, you will still receive critical alerts.

- 1. Log in to your account.
- a. If you are using a mobile app, log in by simply opening up the Voyent Alert! app on your smart device.
- b. For Text/SMS. Email and Voice users:
  - i. Log in at ca.voyent-alert.com
- ii. Enter your email or phone number
  iii. A 4-digit verification code will then be
- sent to your email or phone. Once you receive it, enter the code and you will be successfully logged in.
- 2. Once you're logged in, click on the menu on the top left of the screen and then click on My Topics. Here is where you can select and deselect topics.

If you want to unsubscribe completely from this service, go to the menu on the top left and then click on My Profile. On the bottom right-hand corner of the screen, there is an arrow and after you click on that, you can click on Unsubscribe.