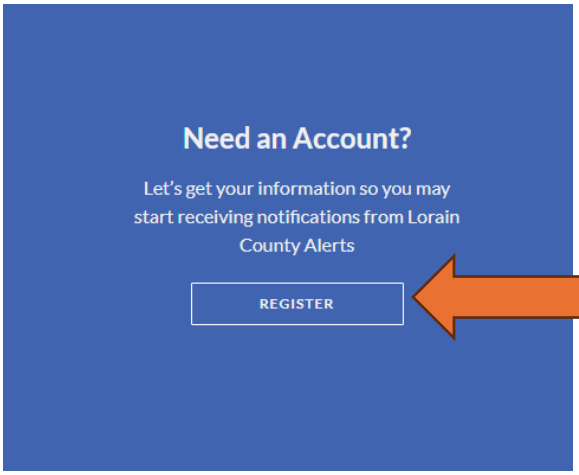
CodeRED Sign Up Instructions



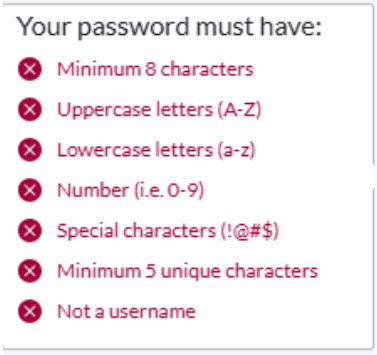
Step 1: Click on the register button

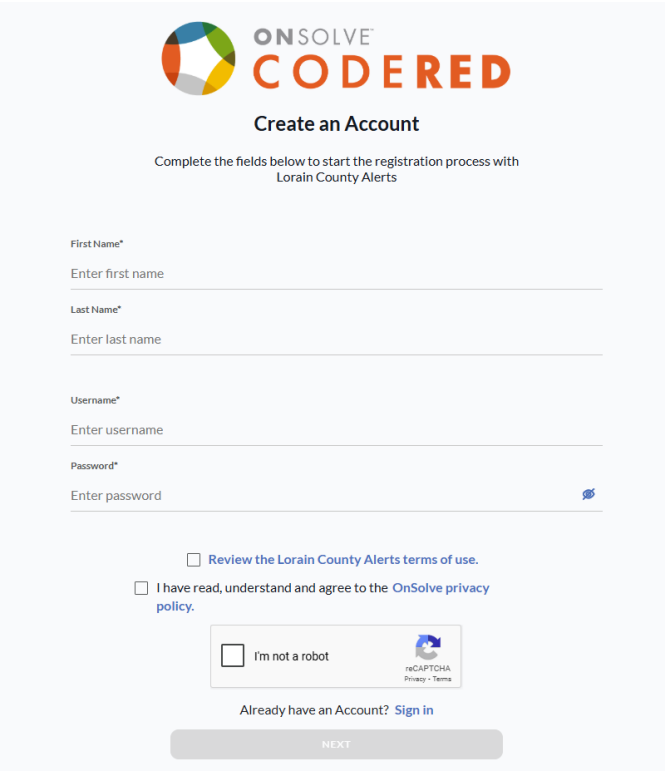
Step 2: Enter your first and last name.

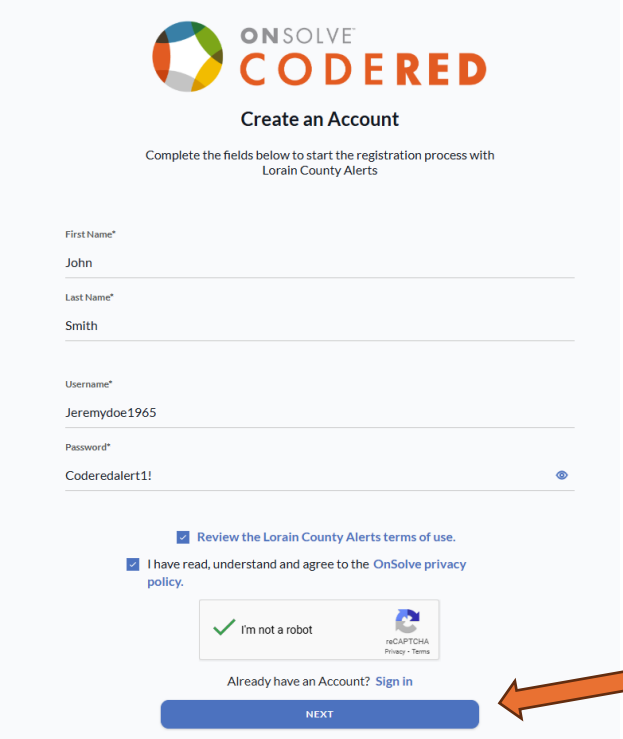
Step 3: Create a username, for example johnsmith1965

Step 4: Create a password following the rules below.

Step 5: Check the boxes for the terms and policy and "I'm not a robot".

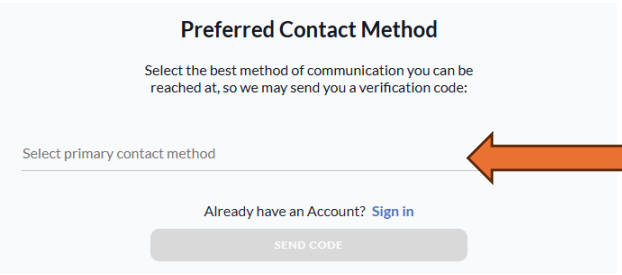




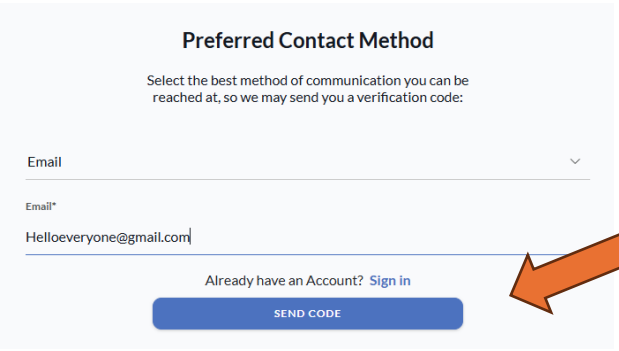


Filled Out Example

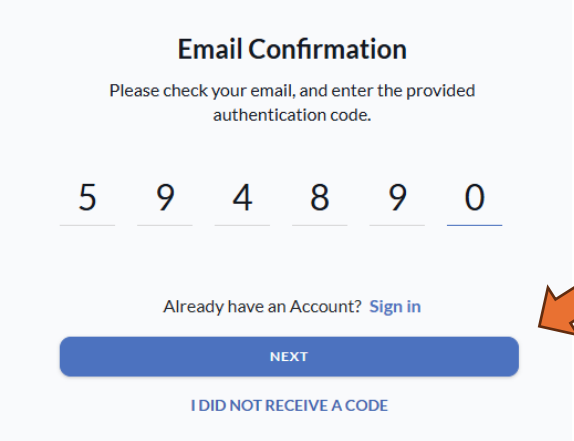
Step 6: Click on the “Next” button.



Click anywhere on this line to enter your email address. This is required for the system to verify that you are a human. A six-digit number will be sent to the email and you will enter it here. This is not where you will receive alerts, you have the option to choose cell, home, email, etc. on the next page.

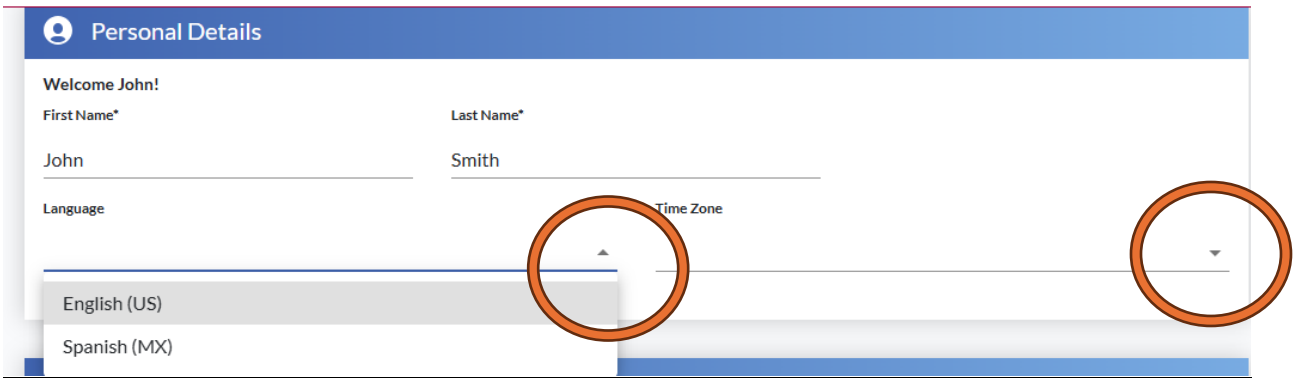


Enter your email address and click on the “SEND CODE” button.



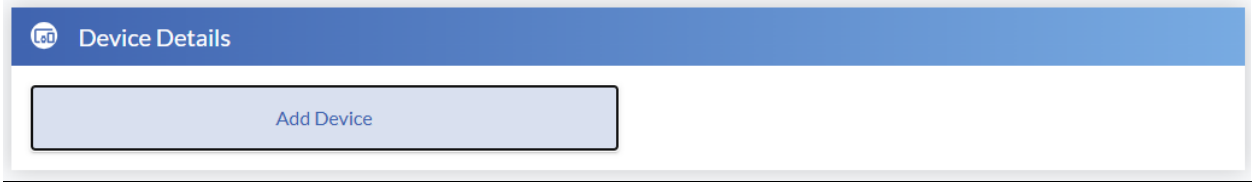
Step 7: Enter the code that was sent to your email and hit the NEXT button.

THIS WILL BRING YOU TO THE ACTUAL SIGN-UP PAGE, I WILL ADDRESS THESE BY SECTIONS

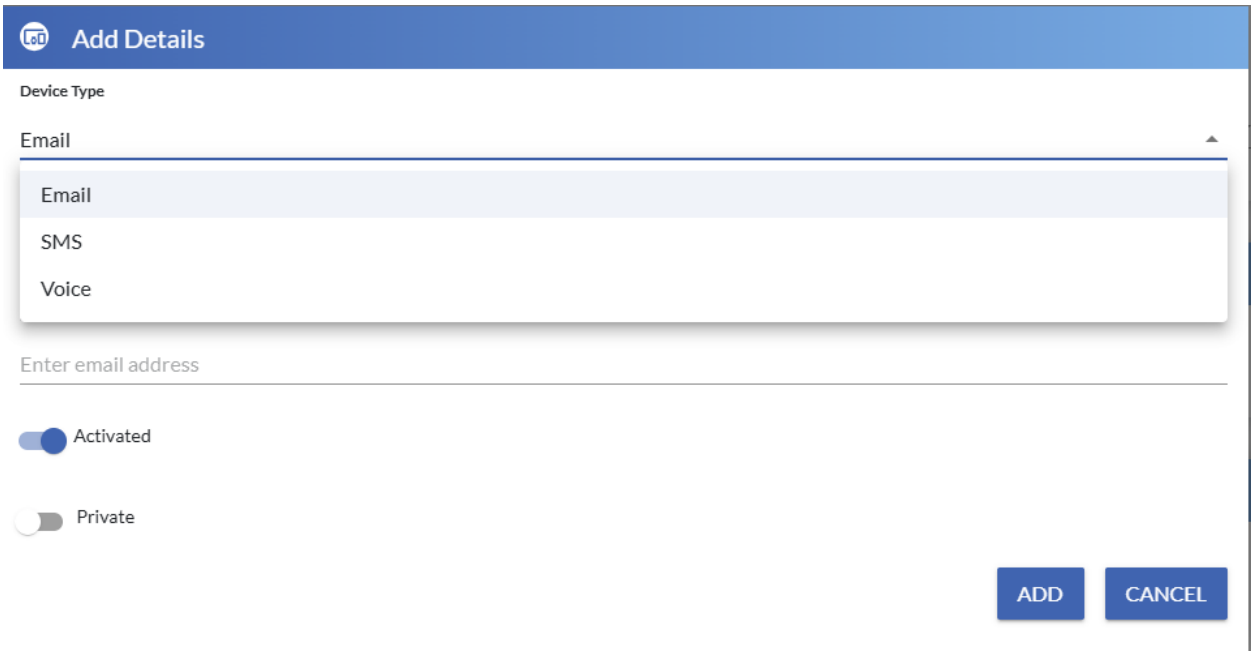


Anywhere you see the small triangles circled above, this will give you options when clicked

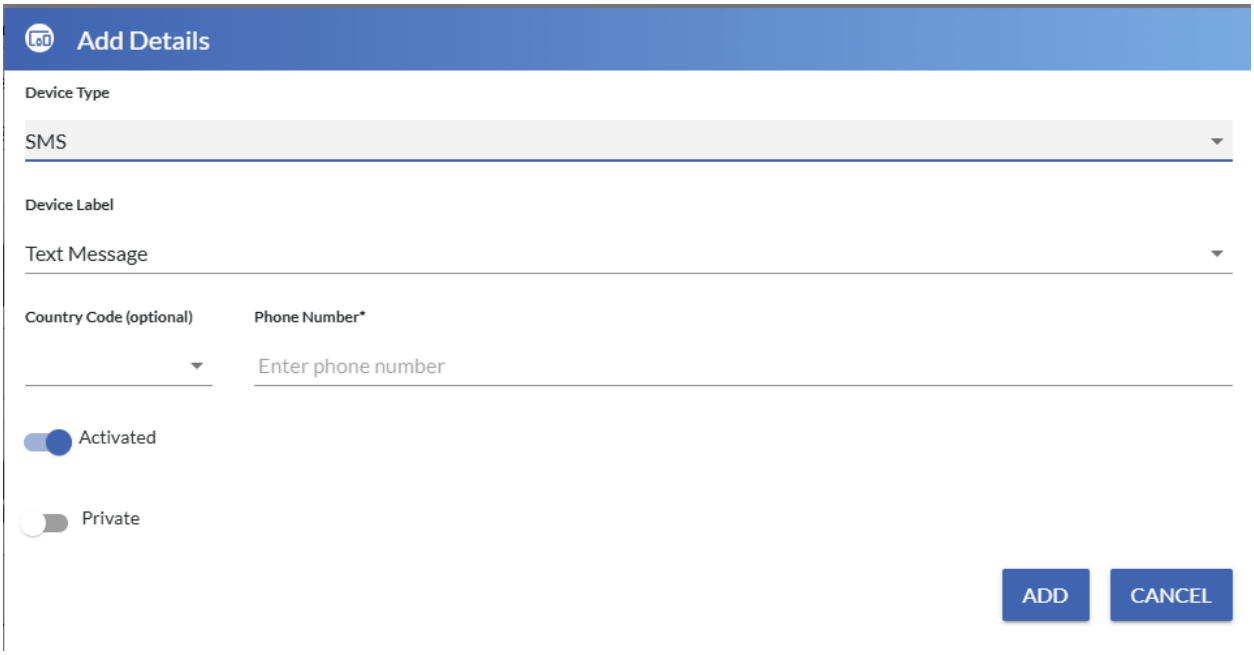
Step 8: Enter your language preference and time zone (Eastern: North America).



Step 9: Click on the Add Device button and this will open the window below:



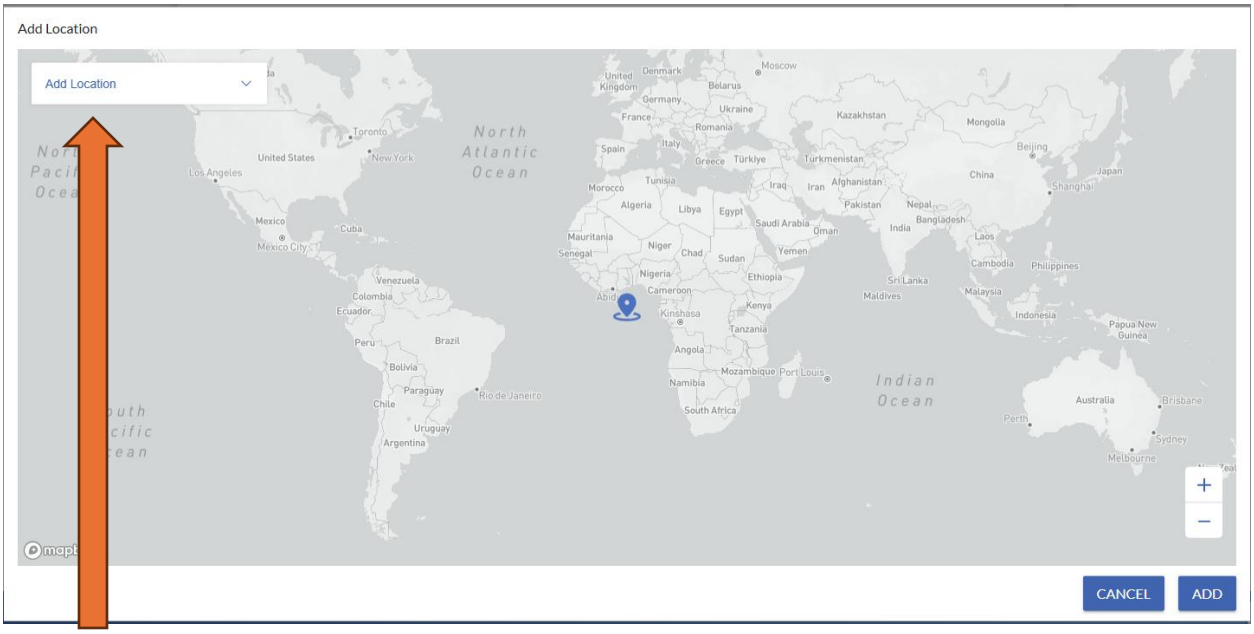
Step 10: Click on the small triangle and you will see the options above appear. Email is for email, SMS is for text, and Voice will allow you to receive a voice message on any phone (cell or landline).



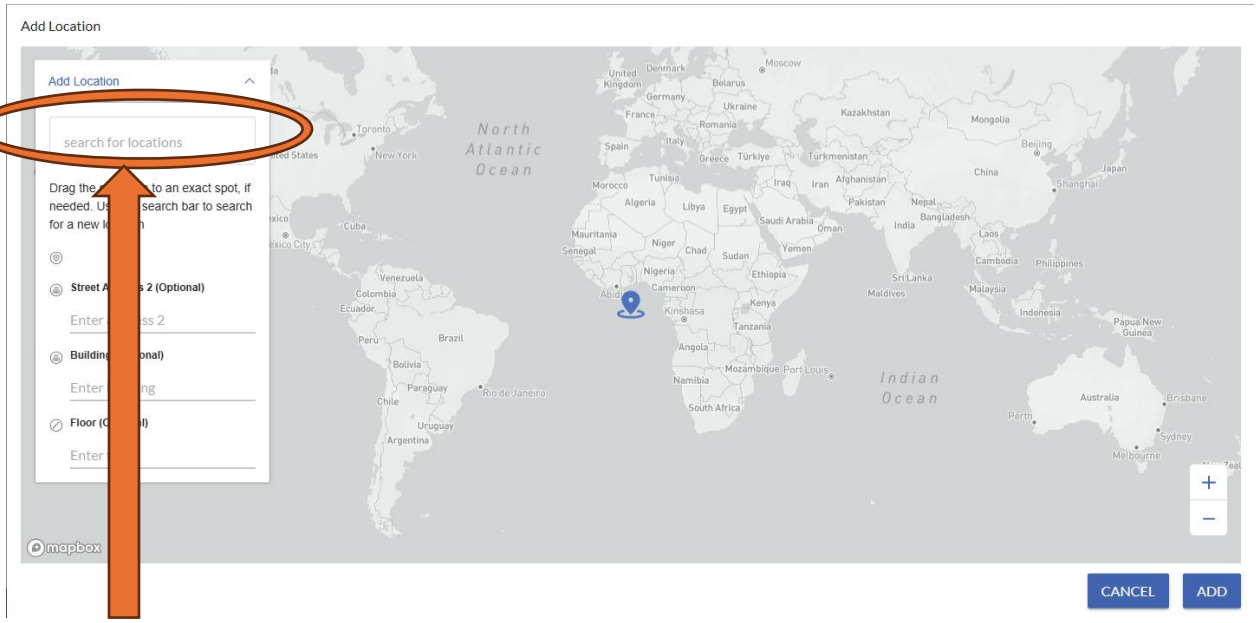
For Example: this is what opens when you click the SMS button. You simply enter the 10-digit phone number with no spaces, for example 4409849999. Then click the ADD button.

Step 10: You will be entering your home address; this allows us to target you for weather alerts and other emergency messages.

When you click on Add ADDRESS, the window below will open.

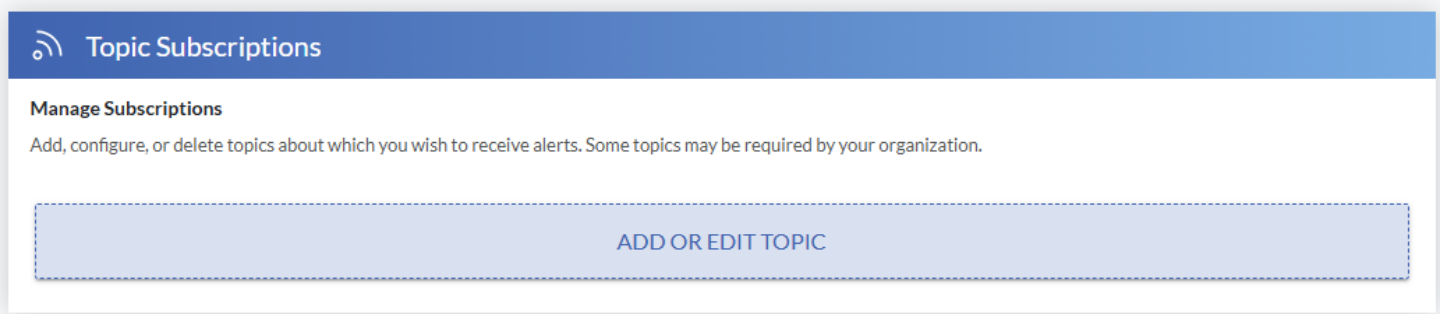


Click on the Add Location bar and the window below will open:

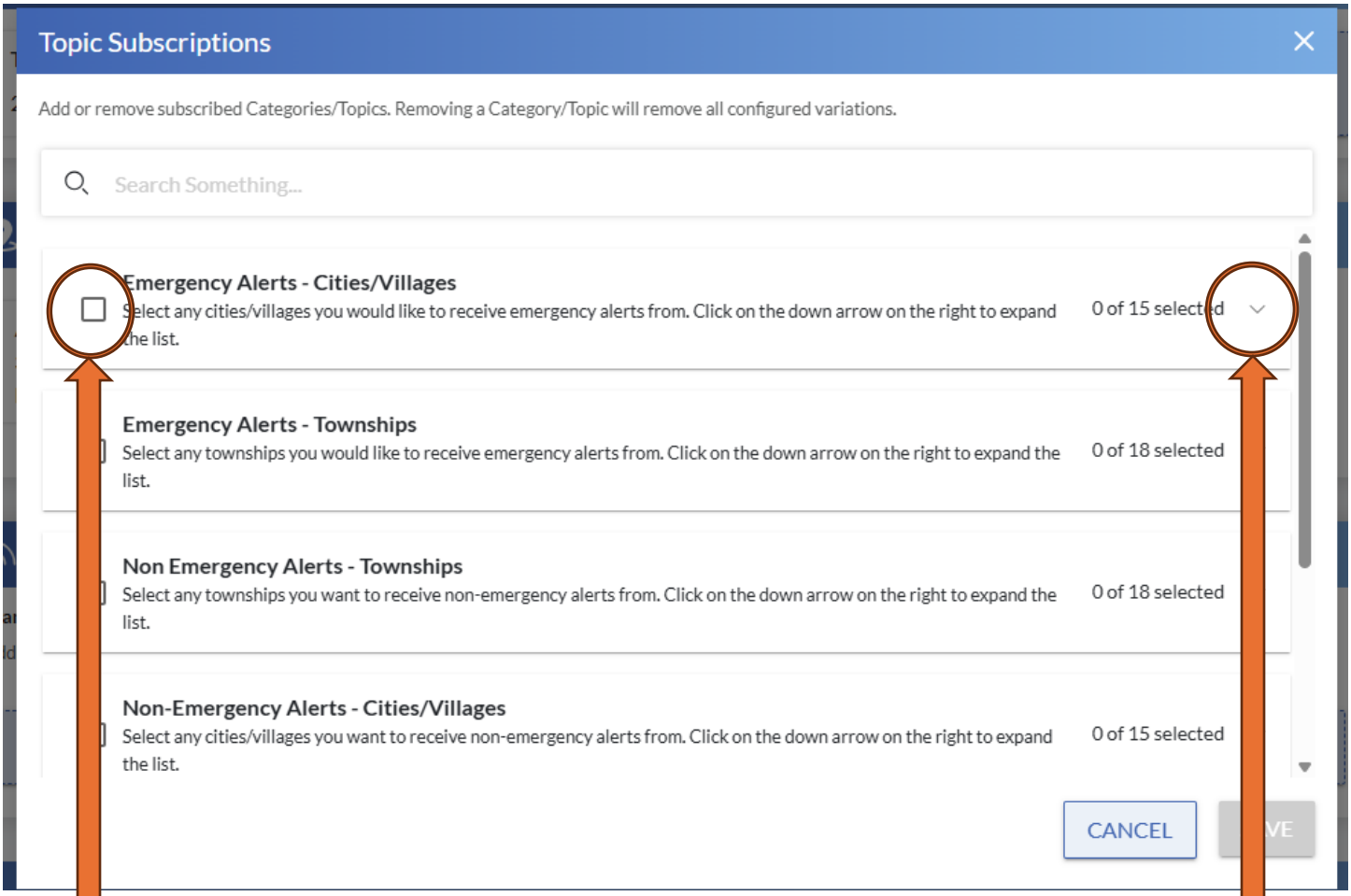


Click anywhere in this “search for locations” box and you can type in your address. As you type the address will usually appear below the bar and you can click on it to fill in the address. Finally, click the ADD button to finish and move to the next section.

Step 11: This is the final step and where you will choose the alerts you wish to receive. You will be able to choose emergency alerts for city/villages and/or townships, non emergency for cities/villages and/or townships, traffic & water alerts for cities/villages/townships and finally, severe weather alerts. This section is under Topic Subscriptions and will appear as below:

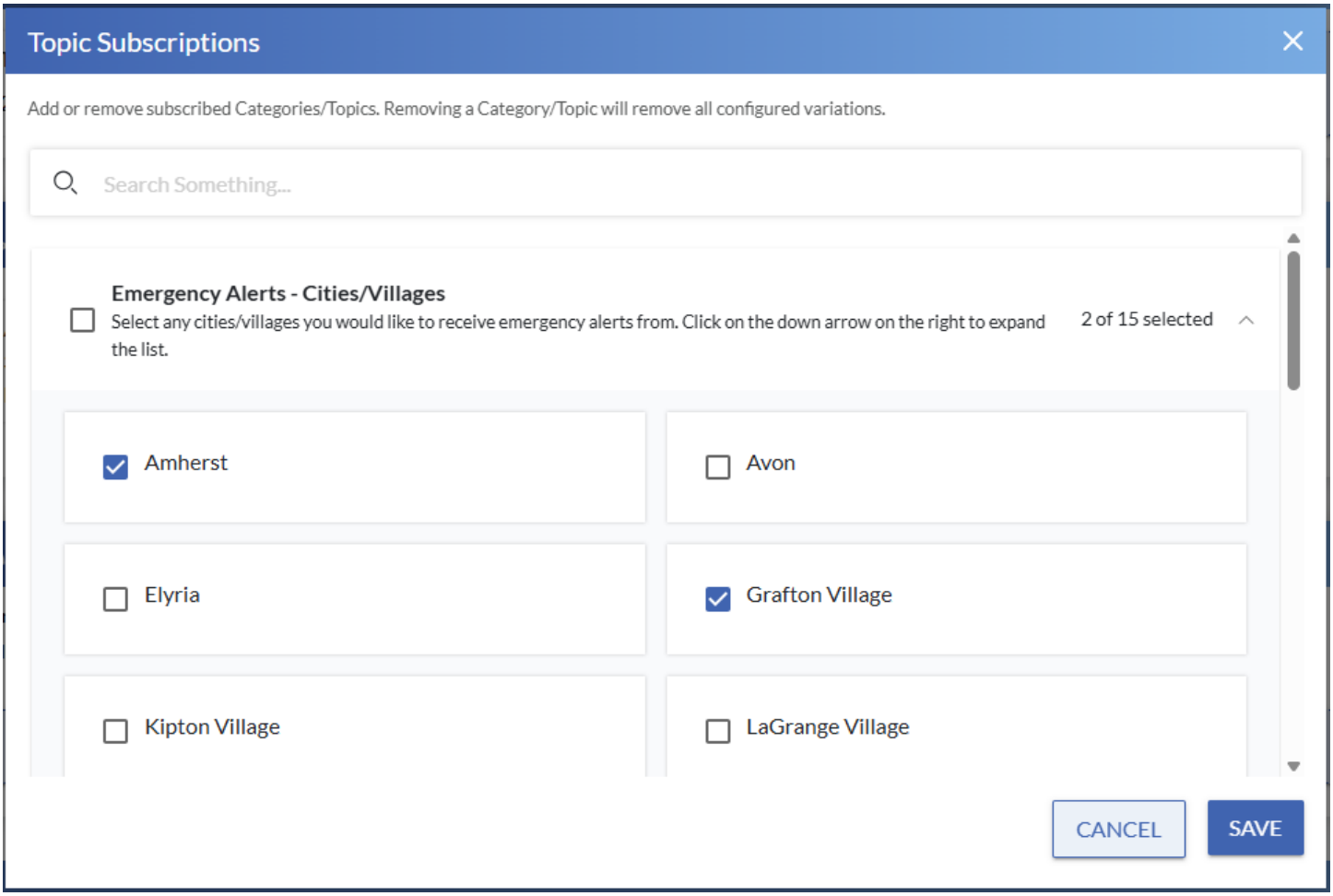


When you click on the ADD OR EDIT TOPIC button, the below information will appear:

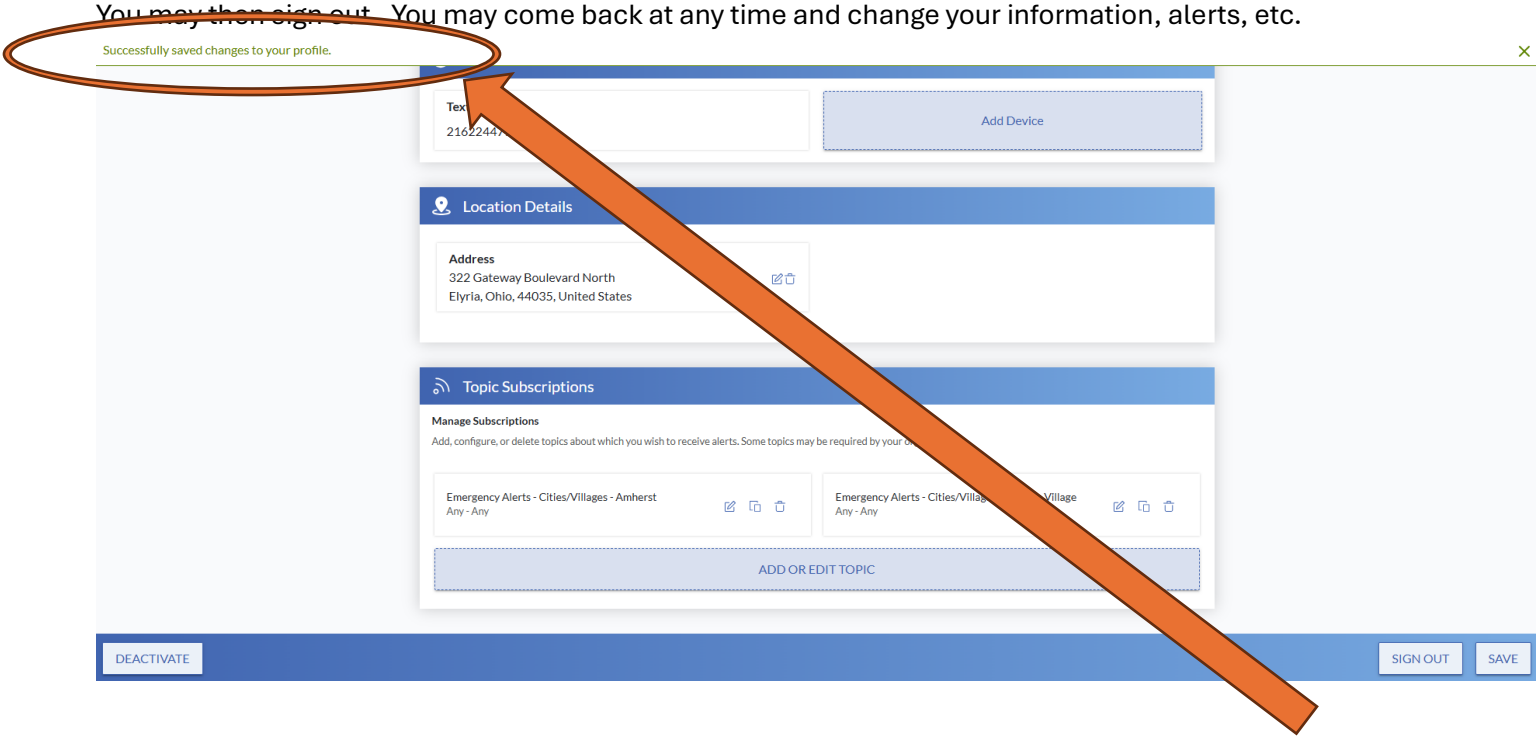


Clicking here will select all the cities/villages (not recommended).

Clicking here will open your options, and you may select each as seen on the next page.



In this example I have selected emergency alerts for Amherst and Grafton Village. Once you have selected all the alerts you wish to receive, you will click on the SAVE button. Finally, you will click the SAVE button as seen below. You may then sign out. You may come back at any time and change your information, alerts, etc.



In this example, I have clicked the SAVE button, note the message above that changes were saved.