



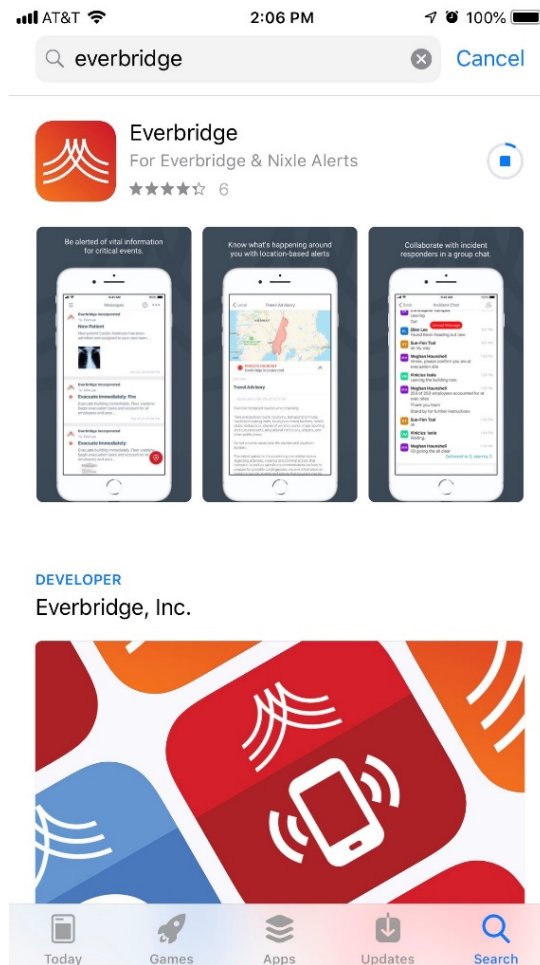
# Using the Everbridge App with Naper Notify

iOS (iPhone) users

Created April 14, 2019

## Downloading the App

- Visit the Apple App Store and search for **Everbridge**. This app is free.
- Download the **Everbridge** app.





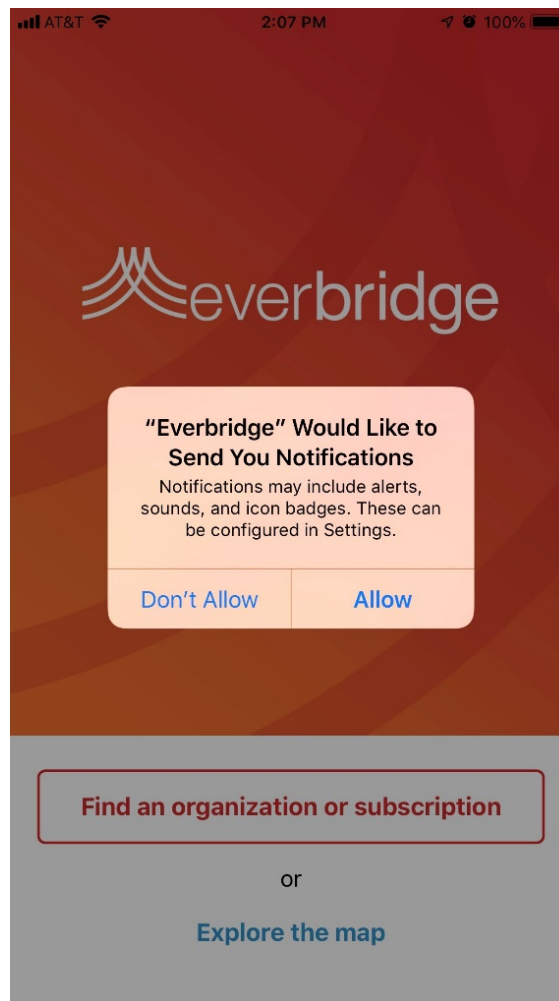
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## Finding the City of Naperville/Naper Notify on the App

- Open the app. You may see the below pop-up from the app asking if you would like to receive notifications such as alerts, sounds, and icon badges. Click **Allow** if you wish to receive these types of sounds/images from the app on your device.





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- Click on ***Find an organization or subscription.***



**Find an organization or subscription**

or

**Explore the map**



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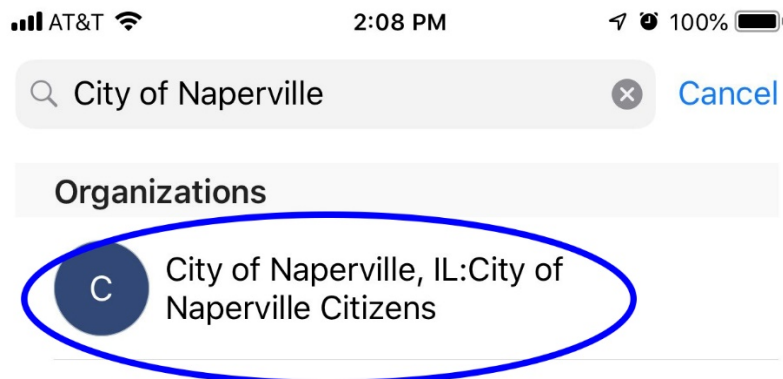
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- You'll be taken to a screen where you can enter a term into a search bar. Enter **City of Naperville**, **Naperville**, or **Naper Notify** – all three search terms will work.



Use at least three characters in your search.

- An entry for **City of Naperville, IL: City of Naperville Citizens** will appear. Click on this entry, which is allowing you to access Naper Notify through the app.





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## Logging in to the app

- If you have **NOT** signed up for Naper Notify, you can do so through the app now by creating a username or password as indicated on the below image. If you **HAVE** signed up for Naper Notify previously on a desktop computer, tablet, or other device, click on **Login** on this screen.

The screenshot shows the Everbridge app interface for City of Naperville Citizens. At the top, there is a status bar with AT&T signal, 2:08 PM, and 100% battery. Below the status bar are navigation options: a back arrow, "Sign up", and "Done". The main content area features the Everbridge logo and the text "City of Naperville Citizens". A link "Already signed up? Login." is displayed in blue. Below this, a message states: "Creating a profile takes just a few minutes. Remember your username and password so you can login in and change your information at any time." The form includes the following fields:

- Username** (Required): A text input field with a help box below it stating: "Usernames must be a minimum of 4 acceptable characters. Acceptable characters are: uppercase and lowercase letters, numbers, period, dash (-), underscore (\_), and at symbol (@). No other characters or symbols are permitted at this time."
- First Name** (Required): A text input field.
- Last Name** (Required): A text input field.
- Password** (Required): A text input field.
- Verify** (Required): A text input field.

At the bottom, a help box for the password field states: "Password must be 8 to 64 characters long and contain at least one letter and one number. Special characters are..."



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- If you clicked on **Login** on the previous screen, you will be taken to a screen where you can log in to Naper Notify by using your previously created username and password. Enter your information and click the **Login** button.

AT&T 2:09 PM 100%

< Back




Username

Password

Login

Don't have an account? [Sign Up](#)

[Can't login?](#)

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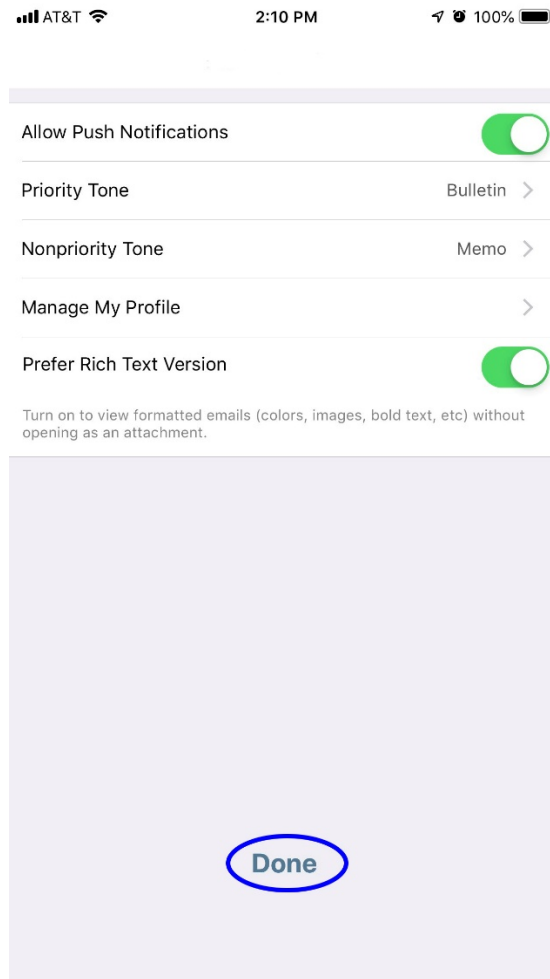


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- Once you've logged in, you will be taken to a page where you can adjust settings in the app. Once you've adjusted your preferences, click on **Done**.



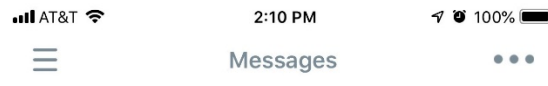


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- You'll be taken to the screen where messages, once sent, will appear in the app. (If this is your first time logging in, you will see the below screen that says you have no messages.) You've now successfully set up your Everbridge app to receive Naper Notify messages.



**You have no messages**