



Everbridge Mobile Application

Overview



A Note about Apps

Everbridge has two main mobile Applications:



ManageBridge: Utilized by Users to send messages out



Everbridge Mobile App: Utilized by Contacts to receive messages

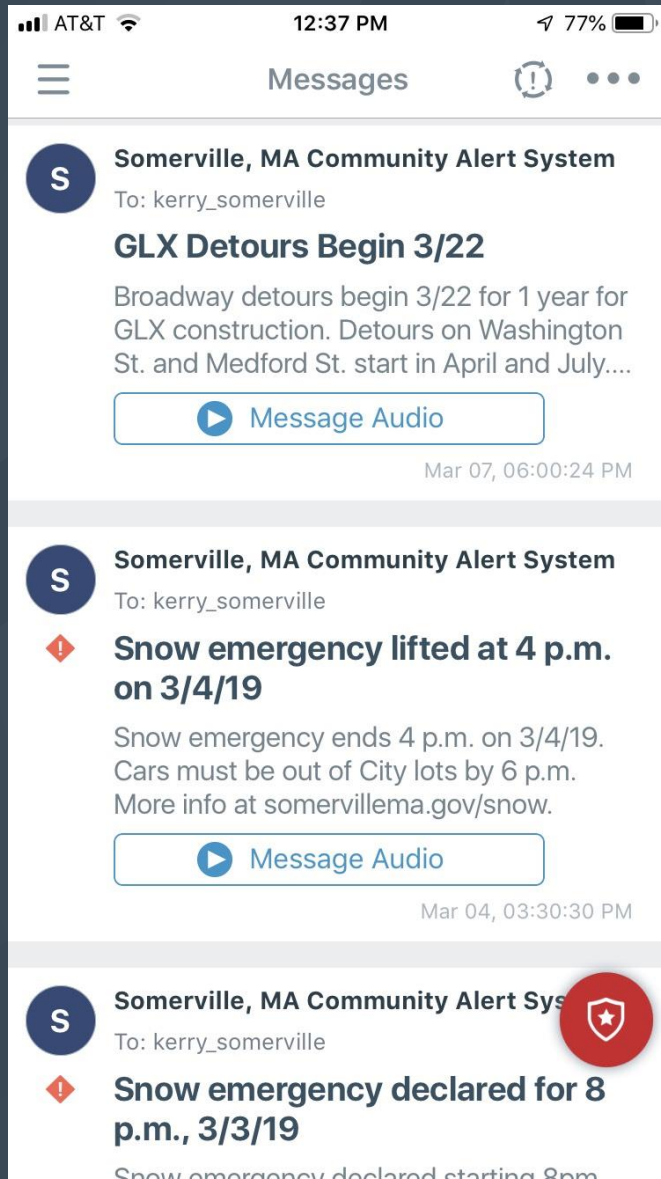
Everbridge Mobile App,
for Contacts receiving
messages

ManageBridge,
an app for
Users sending
messages out

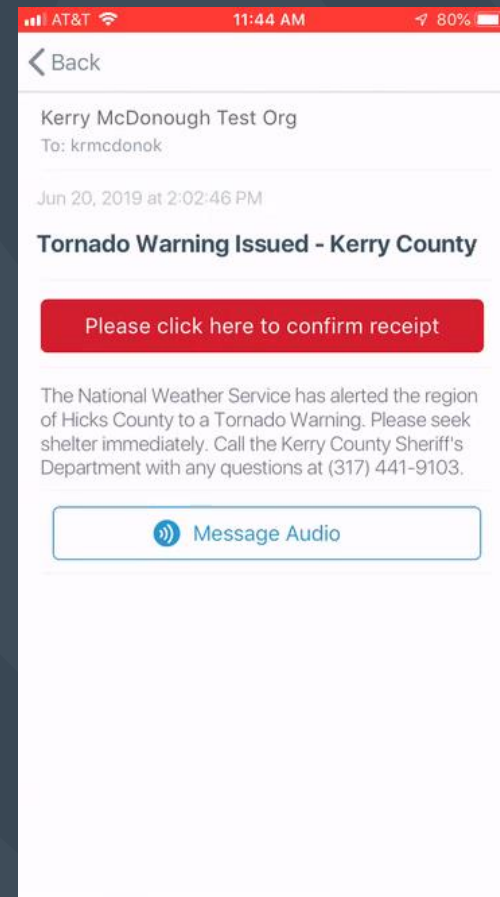


- All EB Contracts include ManageBridge; Users can download and log in with your regular manager.everbridge.net credentials
- For the Everbridge Mobile App, unless you've linked your User and Contact records you'll need to complete a few steps to log in.

EB Mobile App Feed and Message View

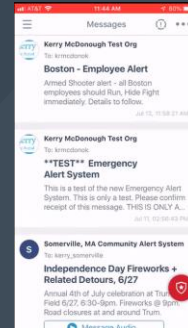
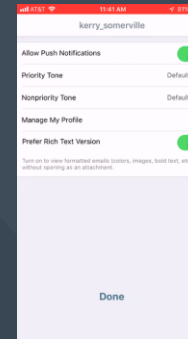
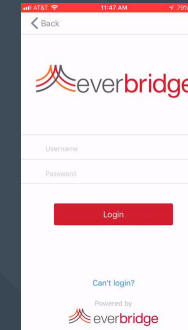
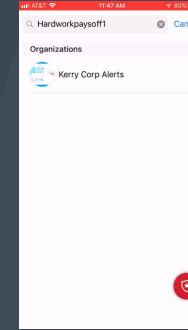


- Messages are easy to skim in a feed
- Individual messages can be opened, reviewed and confirmed

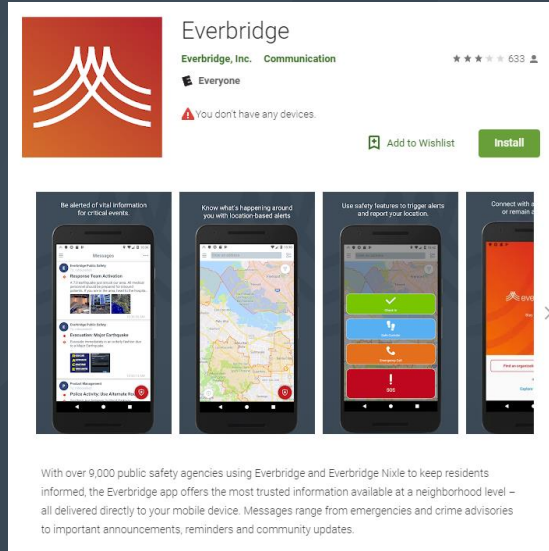


How do I start?

1. Download Everbridge Mobile App
2. Search for key phrase to find your organization (created by your Admins)
3. Log in (with SSO or Member Portal Username) or Register (for public Member Portal)
4. Customize your Mobile App Settings
5. Start reading your messages!

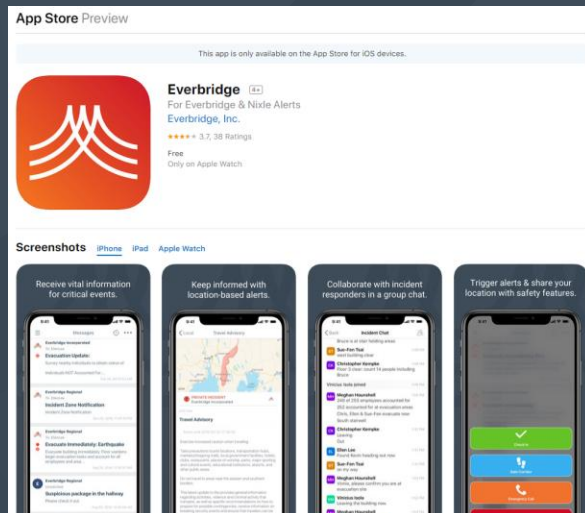


1) Download Everbridge Mobile App



Google Play Marketplace for Android Devices

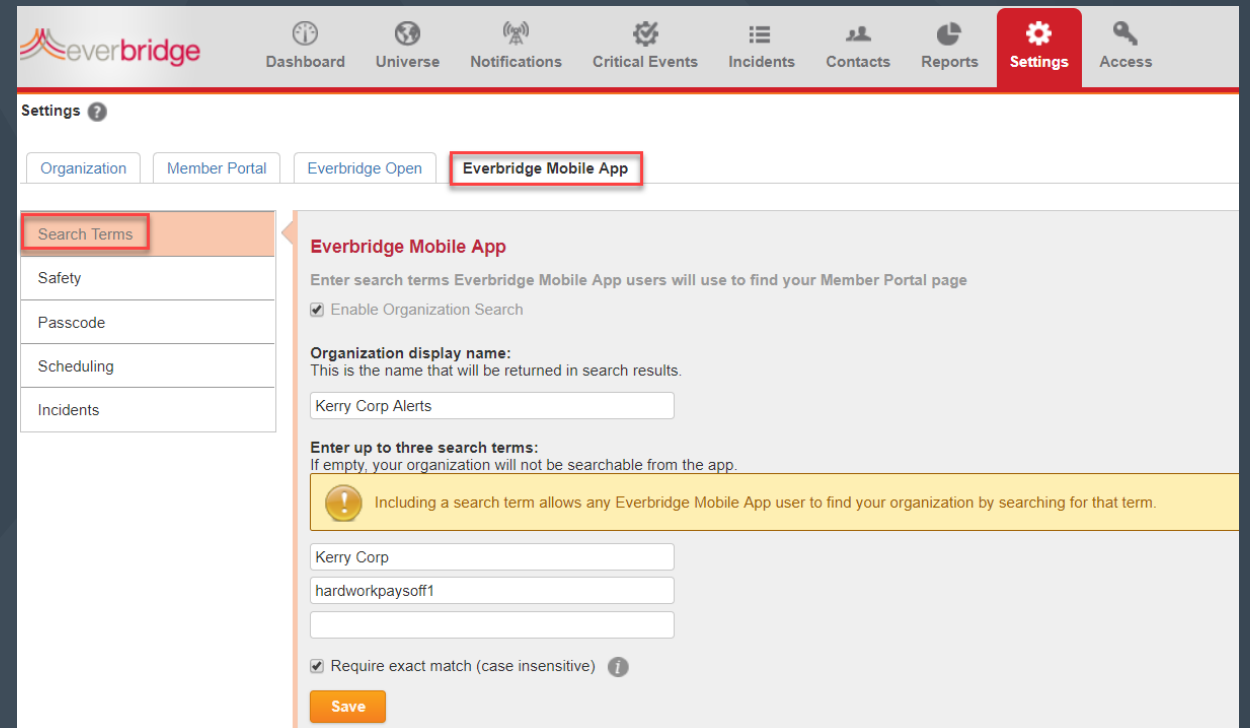
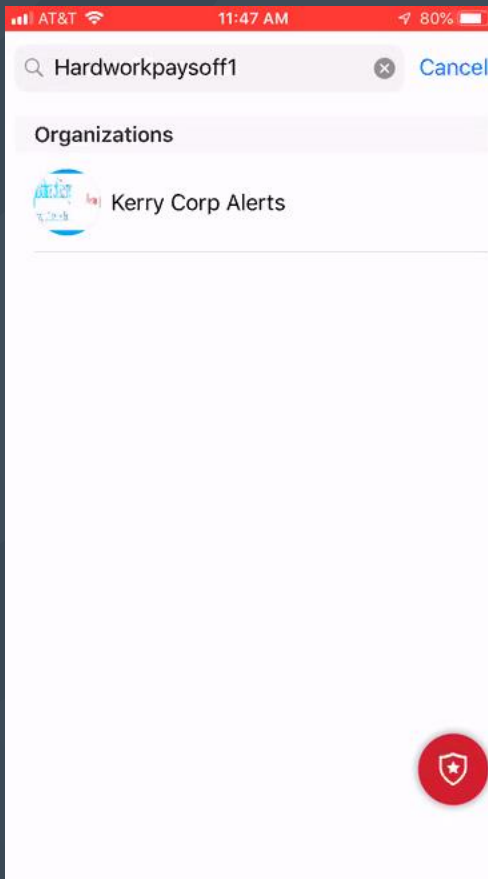
or



App Store for iOS Devices

2) Search for key phrase to find your organization

- Key phrases (up to 3) are built in Settings – Everbridge Mobile App – Search Terms
- Organizations should then publicize their phrase with their Contacts or intended registrants (i.e. zip code or city name, or something less hard to guess for organizations that wish to stay private)



3) Log in

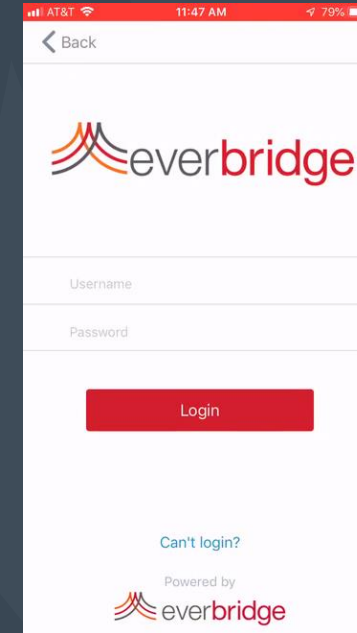
Log In

If using SSO or Contacts have already registered for the Member Portal

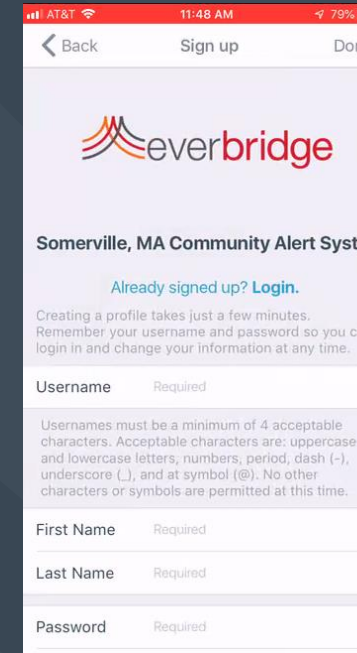
or

Register

If using public Member Portal



A screenshot of the Everbridge mobile app login screen. The status bar at the top shows AT&T, signal strength, Wi-Fi, 11:47 AM, and 79% battery. The screen has a white background with a red header bar containing a back arrow and the text "Back". Below the header is the Everbridge logo. Underneath the logo are two input fields: "Username" and "Password". A red "Login" button is centered below the fields. At the bottom, there is a link "Can't login?" and the text "Powered by" followed by the Everbridge logo.

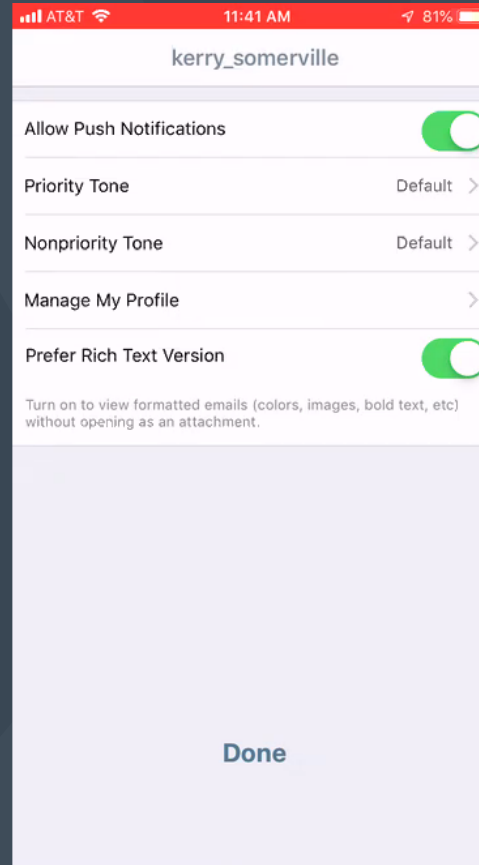


A screenshot of the Everbridge mobile app registration screen. The status bar at the top shows AT&T, signal strength, Wi-Fi, 11:48 AM, and 79% battery. The screen has a white background with a red header bar containing a back arrow, the text "Sign up", and a "Done" button. Below the header is the Everbridge logo. Underneath the logo is the text "Somerville, MA Community Alert Syst...". Below this is a link "Already signed up? Login." and a paragraph: "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." Below the paragraph are four input fields: "Username" (Required), "First Name" (Required), "Last Name" (Required), and "Password" (Required). Below the "Username" field is a note: "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."

4) Customize Your Mobile App Settings

Do you want different messages if a message is marked Priority versus Non-Priority? Works if you've enabled Notifications and sound for EB Mobile App

Accepting Rich Text formatted messages doesn't impact your battery or storage

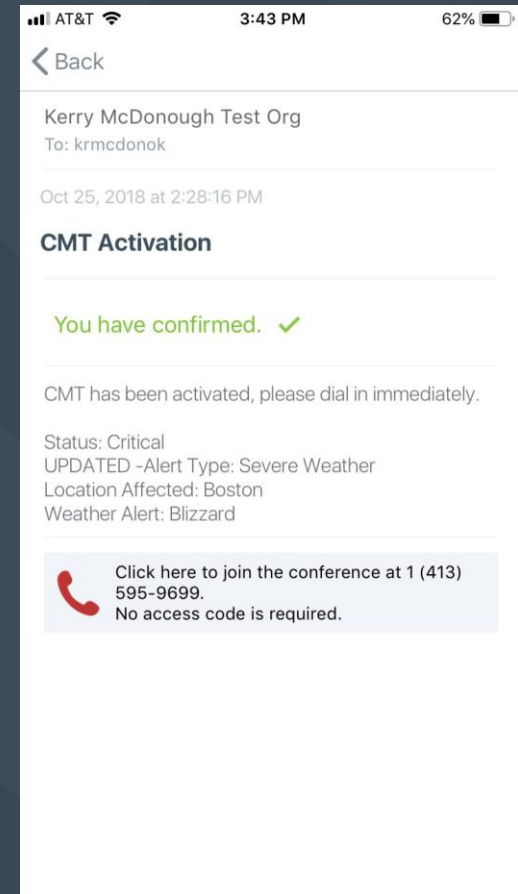
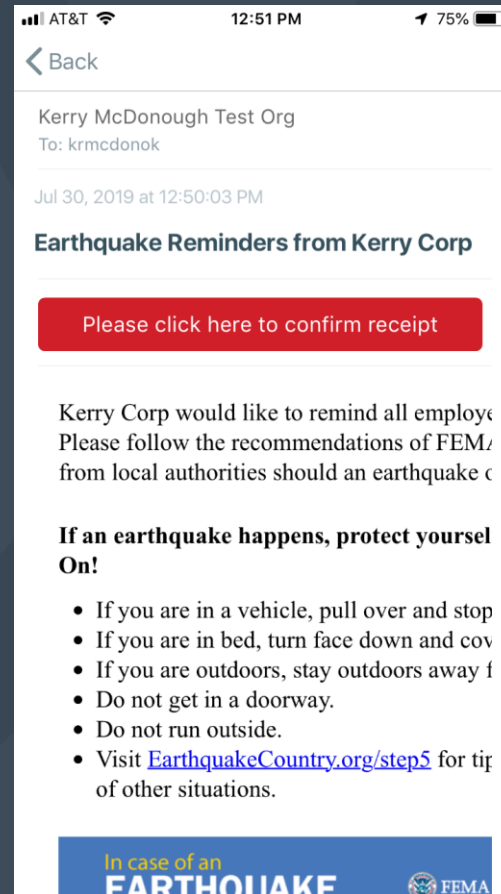
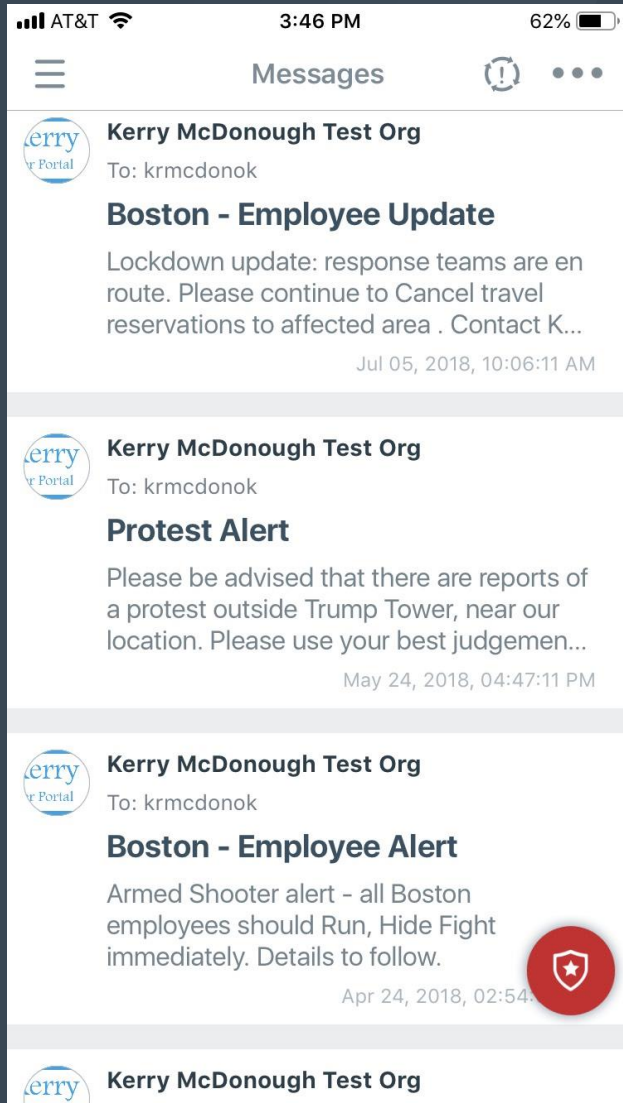


Approve banners and pop-ups from Everbridge when a message is received

Click here to edit your Everbridge Member Portal profile

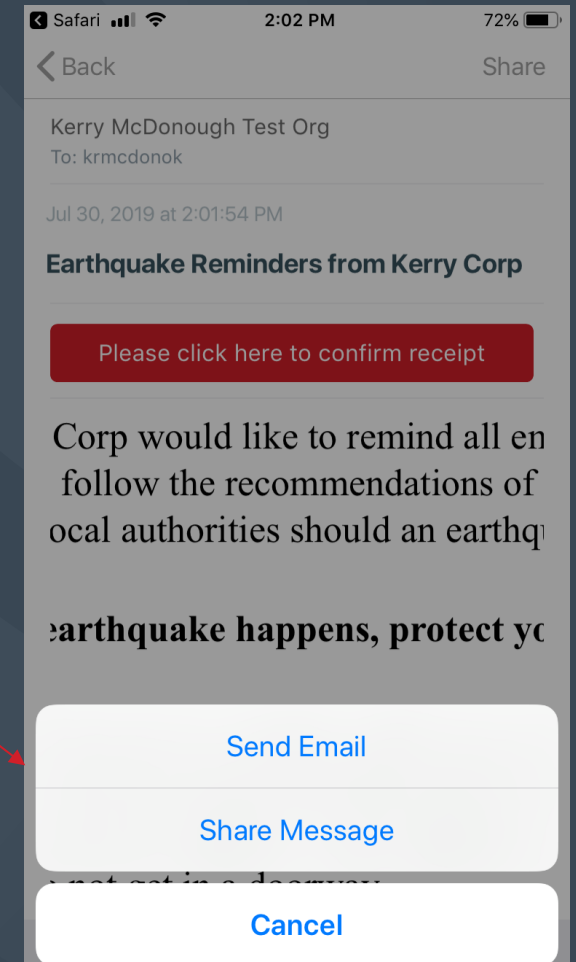
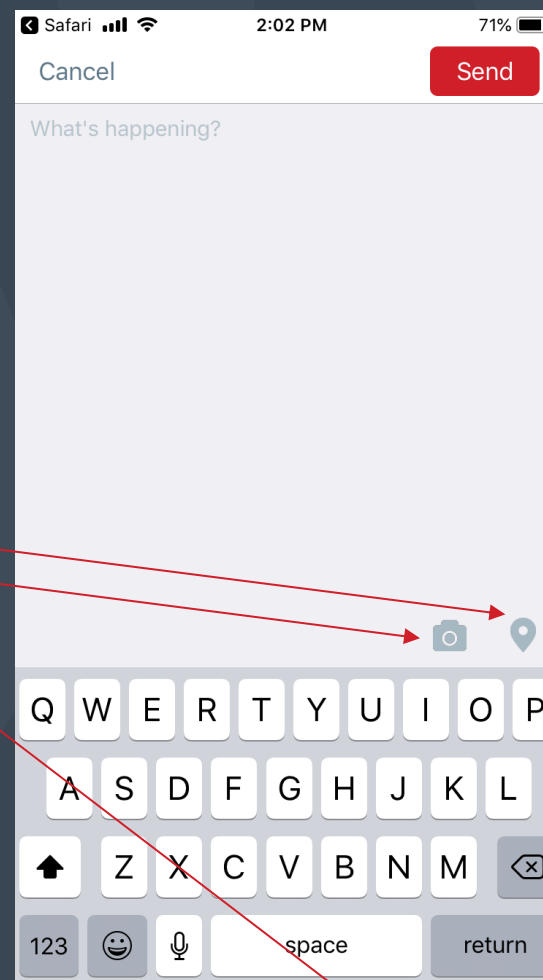
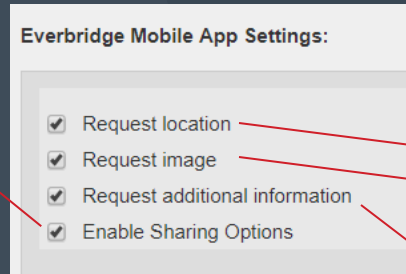
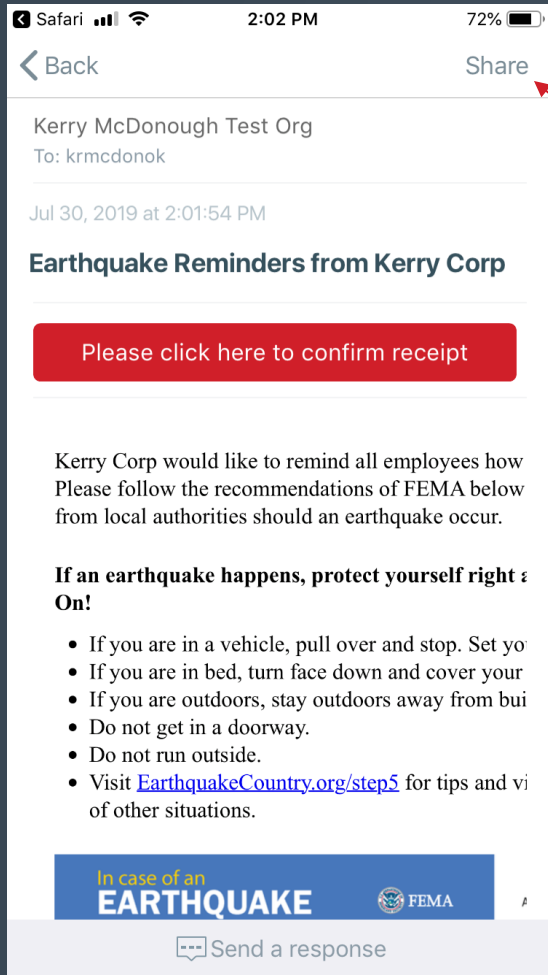
5) Start reading your messages!

Content can include images, logos, hyperlinks, audio (from voice recording) and Conference Call information



Allowing Contacts to Send Back Data

- Per Notification, you can enable response options in Settings



Local Tab

- Shows public alerts (**regular** and **high** priority) from government agencies, higher education institutions and healthcare organizations. Alerts come from Everbridge's Nixle tool in the US and from Public Incident Zone alerts across the world.
- These can be clicked on individually or viewed as a list by clicking the sort option in the upper right-hand corner.

