

Everbridge – Enrolling via the Member Portal

1. Go to: <https://member.everbridge.net/index/406411280384271>
2. Click **Sign Up**, you will see this:

Sign Up

Create Your Account

All fields marked with * are required.

First Name *	Last Name *
John	Doe

Username *

Username 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.

Password *

Hide

Password must be at least 8 characters long and contain at least one letter and one number. Special characters are limited to: ! @ # \$ % ^ & * ()

Security Question

Answer *

3. Enter your **Location** information if you want. This is optional.

Location Information

Please enter your primary location information. Additional locations can be added in a later step.

Location Name

Address

Apartment / Suite / Unit

City	State / Province
Auburn	Maine
Postal Code	Country / Region
04210	United States

Verify This Address

4. Enter the required contact information. Only **Email** and **Cell Text** is required.

Contact Information

These are your primary delivery methods. Additional delivery methods may be requested in later pages.

Complete at least 2 contact information.

Email Address *

john.doe@jfmh.org

Cell Text *

Country / Region

United States

Cell Text Number

+1 207 123 4567

☒ Use as-is

Cell Call

Country / Region

United States

Cell Call Number

+1 207 123 4567

☒ Use as-is



Please Note

By submitting, you agree to receive text messages from Everbridge on the alerts you specify. Message frequency may vary. Message and data rates may apply. Reply HELP for help, STOP to opt out.

5. Accept the Terms and click **Create Account**.
6. On the next page, enter the required information for your profile.

Complete Profile



Profile



Locations



Subscriptions



Review

Profile Information

Profile information will help us customize the notifications we deliver to you.

All fields marked with * are required.

First Name *

John

Last Name *

Doe

Registration Email *

john.doe@jfmh.org

Time Zone:

(GMT-05 00) Eastern Standard Time (America/New_York)

7. Confirm location information (optional). Click **Save & Continue**.

8. Pick your **Subscriptions** (what type of notifications you want). The only option at the moment is **CLOSINGS**. If you do not subscribe to this group, you will not get school closing notifications. Click **Save & Continue**.
9. Review all information and click Finish.
10. Once completed you will be signed into your Everbridge account, and you can manage your information and subscriptions from here. If you can subscribe or unsubscribe at any time.

[John F. Murphy Home] Member Portal

Welcome [REDACTED] Logout Home Notifications

? Help & Answers

My Subscriptions

Checking or unchecking a subscription will also apply that change to any subgroups within that subscription.

MAIN
☒ CLOSINGS

Cancel Save

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Please be advised that our Privacy Policy has changed effective May 22, 2019.

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Note: You can delete your account at any time and recreate it any time.