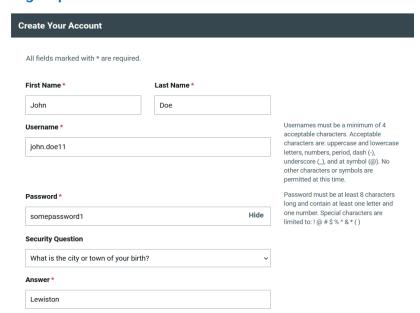
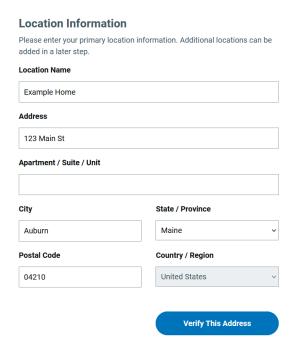
## Everbridge – Enrolling via the Member Portal

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

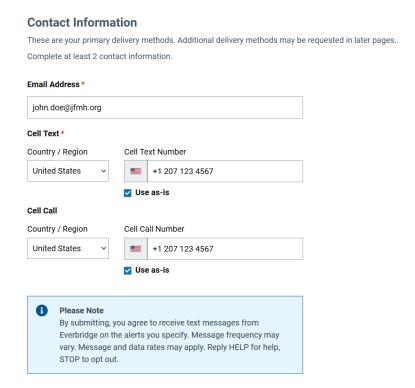
## Sign Up



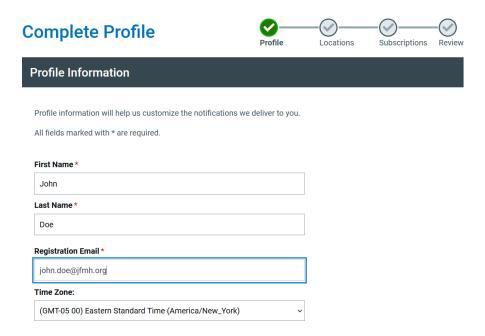
3. Enter your Location information if you want. This is optional.



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

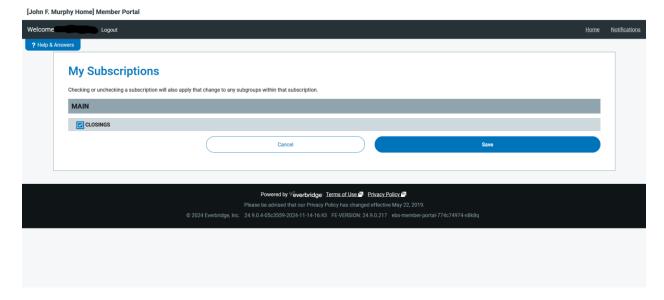


- Accept the Terms and click Create Account.
- 6. On the next page, enter the required information for your profile.



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.



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