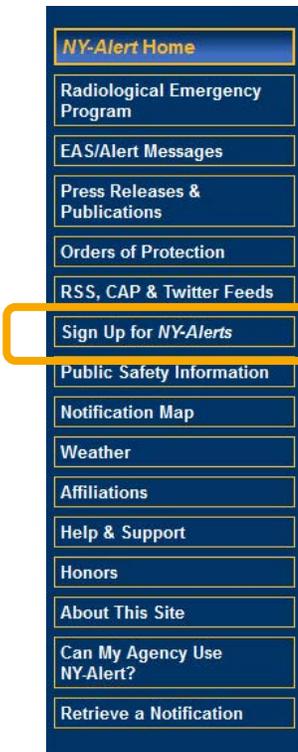Public sign-up instructions to receive alerts about sewage spills through NY-Alert

Never signed up for NY-Alert? Start at Step 1.

Already signed up and want to customize your account to receive sewage spill notifications? Start at Step 13.

Step 1: Enter the NY-Alert URL: http://www.nyalert.gov/

Step 2: Select "Sign Up for *NY-Alerts*" in left navigation

Step 3: Select "Enroll"

Step 4: Enter your information to create an account then click "Create Account" button.

Step 5: An email will be sent to the email address you entered in Step 4 for verification. You will not be able to sign into NY-Alert until your email account has been verified.

Step 6: Check your email for the verification email sent by NY-Alert. Open the email and click on the link provided. This link will open up a page at https://users.nyalert.gov stating that your email account is verified.

Click "Log In" button to complete your user profile and set up your personal notification profile.

Public sign-up instructions to receive alerts about sewage spills through NY-Alert

Setting up your personal notification profile

Step 7: Log into NY-Alert.

Step 8: Click Start the Wizard button

 Step 9: Enter your contact information for the ways that you want NY-Alert to contact you: email, SMS, phone, fax, alpha-numeric pager and numeric pager.

For email messages, you have the option of receiving plain text or html.

For SMS (short message service), enter your phone number and carrier.

After completing the ways that you would like to receive alerts, click "Continue to Next Step"

Step 10: Enter the location of interest—what location do you want to receive alerts about. For example, this could be a work, home, summer camp, or family member's address. After clicking "Continue to Next Step", you may be asked to confirm the location information.

Step 11: Add more locations. You may add up to 15.

Step 12: Determine if you want to decline any of the "Immediate Life Threatening Alerts/Notifications". This completes the initial set up of your NY-Alert account. Click "Finish Wizard—Go to Home Page" button.

Customizing your account to receive sewage spill alerts and other related alerts

Step 13: Add addition alerts, including the sewage spill alerts. Click "Add Additional Alerts" button.

Step 14: Select "Customized Notification" button.

Step 15: Select "Environmental". You will receive notifications related to the environment and pollution, including alerts about sewage pollution. Select any other warning categories you would like to receive alerts about.

Optional Step 15a: Customize the types of "Environmental" alerts you would like to receive. Click on "Customize". **Make sure the "Environmental—Not Otherwise Categorized" is checked. This is important. To receive sewage spill alerts this category must be checked.** Click "Submit Customization" button when your updates are completed.

Step 16: Select the location(s) that you would like to receive alerts about then click "Continue to Next Step".

New Alert Set - Select Locations of Interest

INSTRUCTIONS:
The categories you have selected are Location-based, and thus require that you select one or more Locations.
You will only receive these types of alerts which affect the Locations you select below.

Select One or More Previously Entered Location:

☑ **Work**
625 Broadway, Albany

<< Back to Last Step   Cancel Wizard   Continue to Next Step >>

Step 17: Confirm and save your notification settings. Edit your settings, as needed. When you are satisfied click "Save Alert Set". You will return to "Add Additional Alerts/Warnings" page. Make any additional changes and either Sign Out or go back to your Home Page to make any changes to your account settings.

New Alert Set - Confirm and Save

INSTRUCTIONS:
Please confirm your selections below. Settings can be adjusted now, or anytime from your account Home Page after finishing this wizard.

Warning Set Name: Custom Environmental Alerts

You will receive the following types of Notifications:

Environmental   (Severity: Minor and Above)   Customize
Agricultural Hazard
Biological Hazard
Chemical Hazard
Environmental - Not Otherwise Categorized
Environmental Conditions Watch
Environmental Hazard Warning
Oil Spill - Land
Oil Spill - Waterway Involved
Other Un-Categorized Environmental Event
Other Un-Categorized Transportation Event
Radiological Hazard

When they affect the following Locations: Change Locations
Work

Other Notification Preferences:

You will receive these Notifications on the following Schedule: Change Schedule
Every Day, 24 Hours a Day

Preferred Contact Method(s):   Change Preferred Contact Method
You have not selected a specific contact preference. This type of Notification is most commonly distributed over:
E-mail, Text Message

(NOTE: Voice Phone will only be used for Life-Threatening Alerts.)

<< Back to Last Step   Cancel Wizard   Save Alert Set