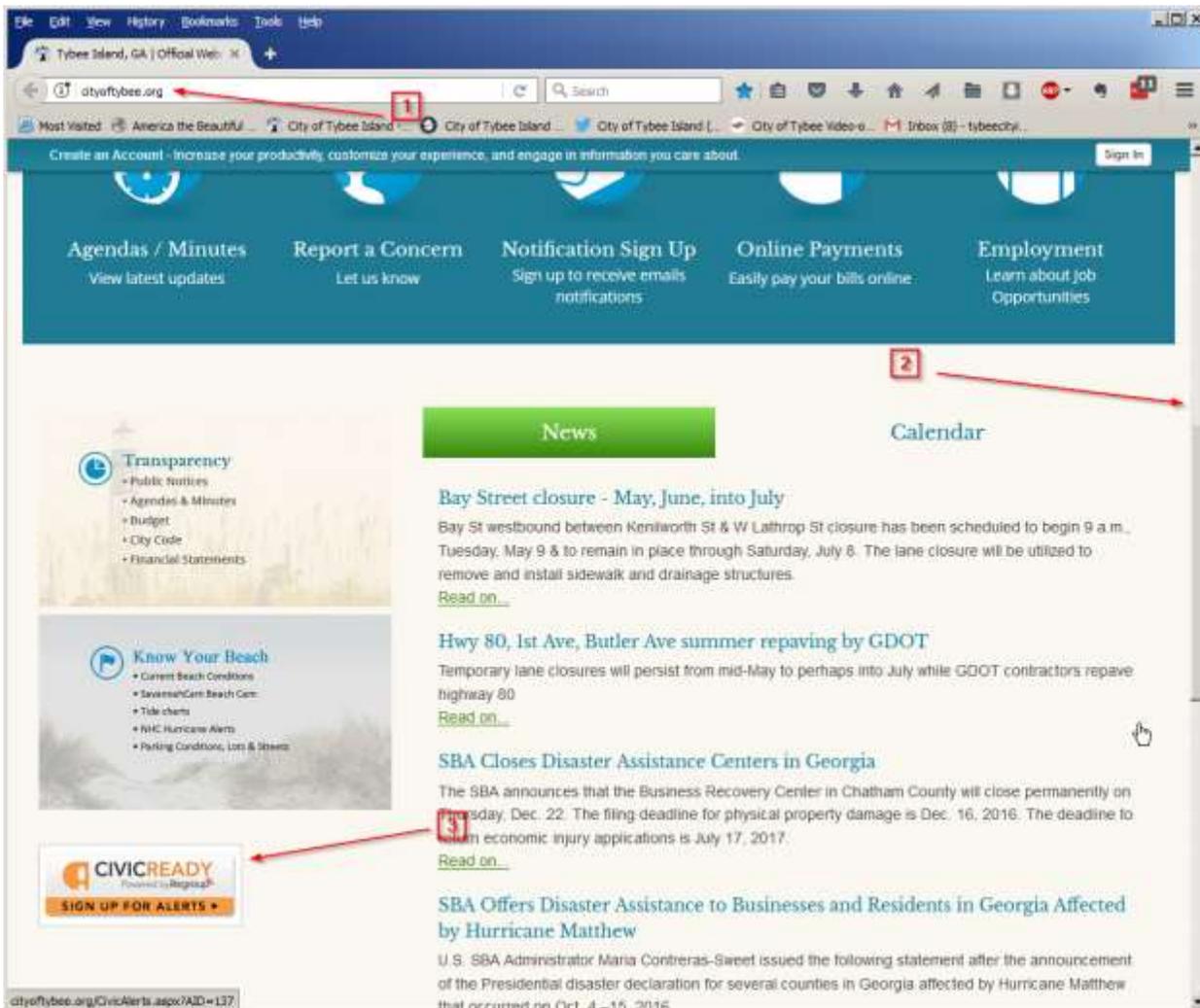# How to Sign-up or Modify Your Preferences
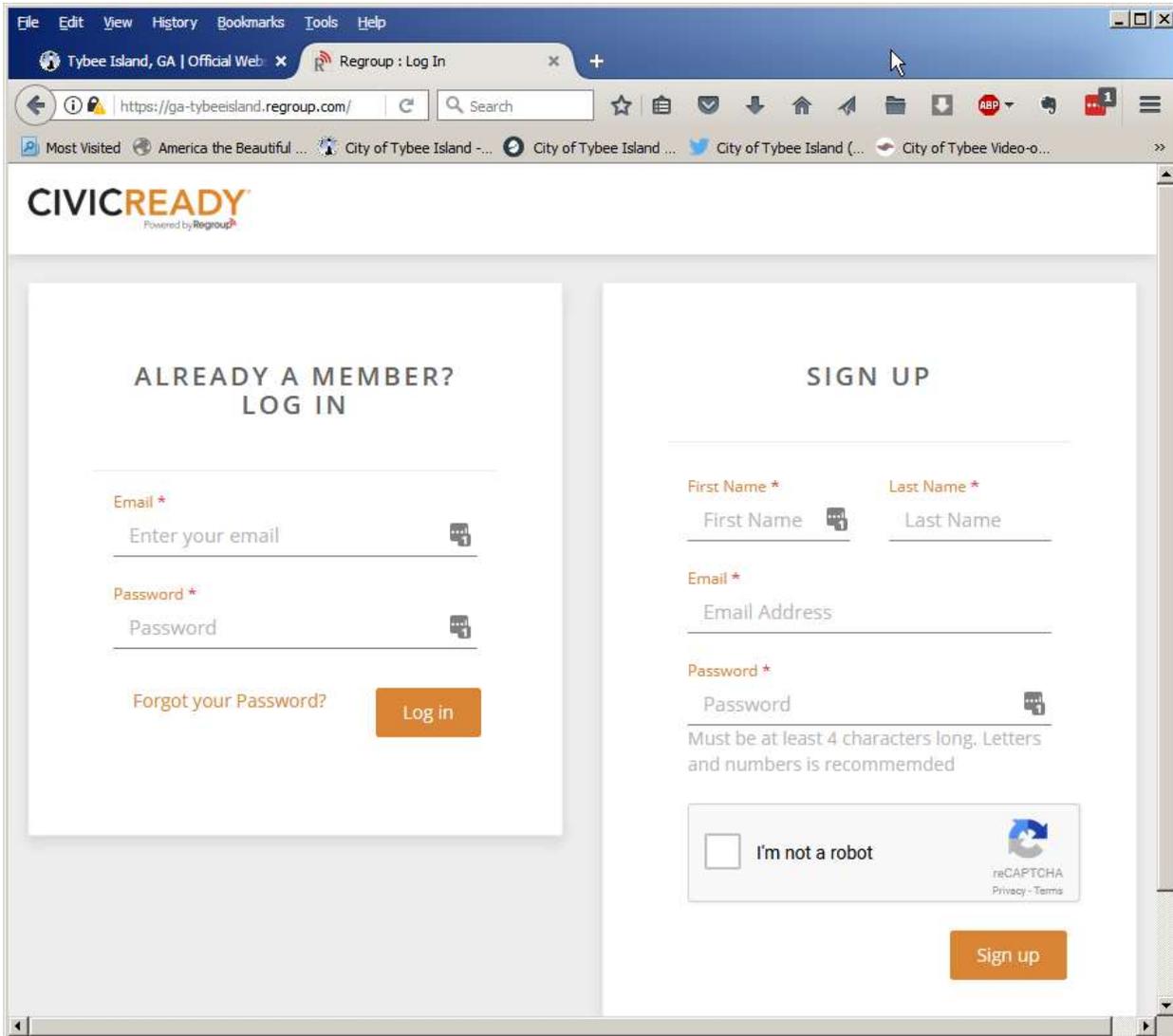# for City of Tybee Island CivicReady Alerts

The city's emergency alert system has undergone a bit of an evolution in the last couple of years. Citizen Alert became CivicReady, and recently a major enhancement to CivicReady added several features making it easier to use.

Signing up for the Service

If you have not yet signed up for CivicReady, it is very easy to get started. In your computer or phone browser, and using any browser – Internet Explorer, Edge, Firefox, Chrome, Opera, Dolphin, Safari, whatever your internet tool might be – (1) go to *http://www.cityoftybee.org*. (2) Scroll down on the home page to find the orange CivicReady box and (3) click sign-up.
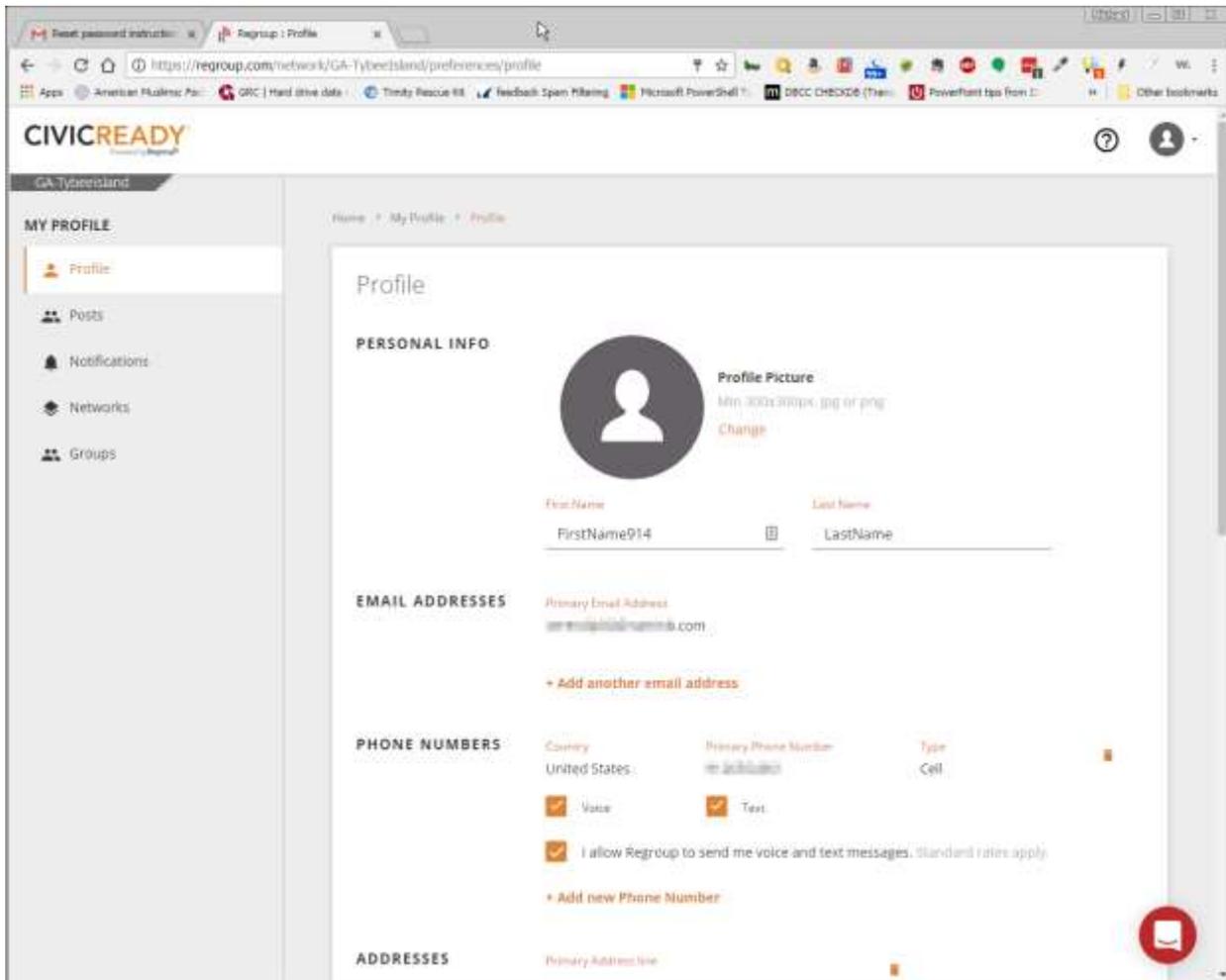
Next, you'll see the sign-in/sign-up screen.

On the right, if you have not signed up for any of our Citizen Alert or CivicReady services in the past, you can fill out the short form with your name, email, and a password. As with any password on the web, we recommend you choose something a bit longer than the minimum, 8 or more characters, with a mixture of upper and lower case, numbers, and special characters, unique to this site, so even if someone manages to steal your information, they can't use it to login to any other sites you may use. Don't forget to click the "I'm not a robot" checkbox!

On the left, if you have signed up for either of our past services, you may find that you can't get logged in. Click the "Forgot your Password?" link to have a password reset link sent to your email. Again, the same password recommendations will apply to your new password.

If you can get logged in, having remembered your last password (or having already changed it as above), congratulations!

Getting Set up in CivicReady

The first page you will probably see is your profile page. Here is where you can set your first and last name, your email addresses, phone numbers, location, change your password, and select whether you would like to have weather alerts forwarded based on your selected preferences.

In this sample profile, some selections have already been made, so you may wish to make other changes. We recommend you make sure you have at least one entry in each section.

Note that you can enter multiple email addresses, such as for home, work, or only for use with this service. Likewise, you can enter your home phone, work phone, as well as your cell phone number so you can receive voice or text notifications.

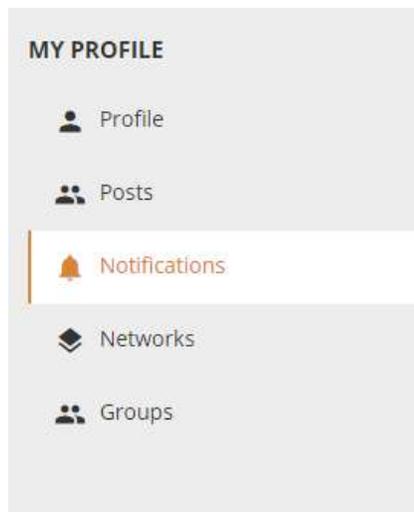At the bottom of this screen, you can tick a checkbox for weather alerts.

Weather alerts are passed through our system directly to you from the National Weather Service. NWS may issue alerts every few minutes during severe thunderstorms or other potentially dangerous weather events if Tybee is in their warning areas. This may cause text or voice messages to be sent to you repeatedly in very short periods of time. If you check this box, remember that you have done so! You may want to sign up for less frequent notices via the notification selections below, so you will need to log back in to change this preference. Be prepared to log in more than once in order to set your notifications properly for your desired frequency and type of alerts, both here and in the Notifications screen described below!

You are now ready to sign up for the types of notifications you want to receive, and how you want to receive them.

On the left margin, you can select:

MY PROFILE

- Profile
- Posts
- Notifications
- Networks
- Groups

- Profile, where we were just looking
- Posts, which allows you to review previous notices and how they were sent
- Notifications, which is what you should click in order to select the types of notices and how you receive them. We'll cover this in detail below.
- Networks, should just indicate that you are part of the "GA-TybeeIsland" alert network.
- Groups, also shows the kinds of notification that you are going to receive. Each group includes different kinds of notices, and you will find that you are automatically subscribed to certain groups. You may join groups here, in order to be able to set up when you choose your notification options.

Groups   🔍

Name ▾	Members	Type ▾	Privacy ▾	Created ▾	Status
High Alerts	953	Announcement	Public	14/03/2017	Member
Moderate Alerts	110	Announcement	Public	14/03/2017	Member
Low Alerts	84	Announcement	Public	14/03/2017	Member
Clear Alerts	87	Announcement	Public	14/03/2017	Member
Tsunami Watch	54	Announcement	Public	14/03/2017	Join
Tsunami Warning	82	Announcement	Public	14/03/2017	Member
Tsunami Advisory	56	Announcement	Public	14/03/2017	Join
Tropical Storm Wind Watch	64	Announcement	Public	14/03/2017	Join
Tropical Storm Wind Warning	76	Announcement	Public	14/03/2017	Join
Tropical Storm Watch	71	Announcement	Public	14/03/2017	Join

Note multiple pages for group listings! → 1 2 3 4 > Last »

Selecting Notifications

The (1) Notifications page allows you to choose (2) the frequency of notifications of different types for email as well as to turn (3) text and (4) voice messaging on or off.

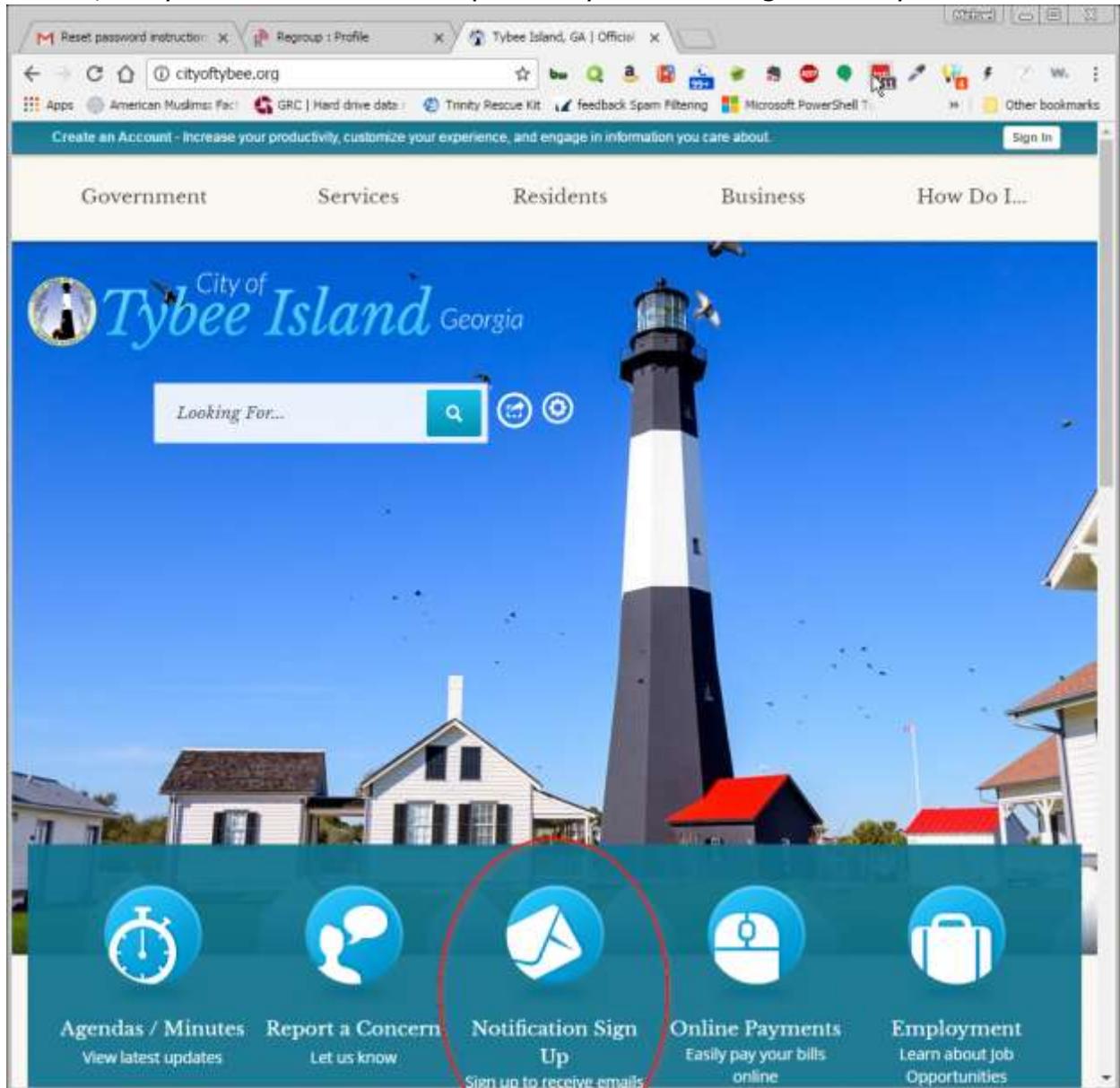| Notifications				
Group ▾	Members	Email Frequency	Text Messages	Voice Alerts
Clear Alerts	87	as they're sent ▾	On ▾	On ▾
Flash Flood Warning	92	as they're sent ▾	On ▾	On ▾
Flood Warning	91	as they're sent ▾	On ▾	On ▾
High Alerts	953	as they're sent ▾	On ▾	On ▾
Low Alerts	84	as they're sent ▾	On ▾	On ▾
Moderate Alerts	110	as they're sent ▾	On ▾	On ▾
Severe Thunderstorm Warning	90	as they're sent ▾	On ▾	On ▾
Tornado Warning	95	as they're sent ▾	On ▾	On ▾
Tropical Storm Warning	102	as they're sent ▾	On ▾	On ▾
Tsunami Warning	82	as they're sent ▾	On ▾	On ▾

Cancel   **Save Settings »**

It is worth repeating here, that you need to exercise some discretion in signing up for things like "Low Alerts" or "Severe Thunderstorm Warning". During an actual thunderstorm, the National Weather Service may issue notices every time a lightning strike is observed and reported. NWS warnings are passed directly through our system, so you would receive constant (and likely very annoying) warnings in such a case. So, please be prepared to revisit this page again to fine tune your selections to match your expectations and needs. You may find you get too many warnings or not enough. Also, warning types may be added, removed, or modified over time. Keep track of your login and password information so that you can return to make edits when you feel the need!

"Notify Me" Options from cityoftybee.org

In addition to the CivicReady alerts, the city's web site is also set to notify you for certain things, if you wish. Our News Flash items will automatically get posted to Facebook and

Twitter, but you can also elect to be personally notified using the Notify Me feature.

Clicking "Notification Sign Up" will allow you to enter your email address to sign in, then select to be notified for Job Listings, News Flash articles, RFP bid listings, and calendar events, allowing you to choose by department for each type. You can choose to be notified via email or text. Before allowing notifications to be sent, the system will send a confirmation message to your email or phone to make sure that you are signing up for yourself.