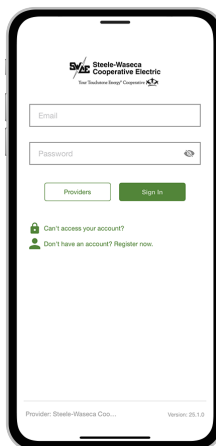


STEP 1



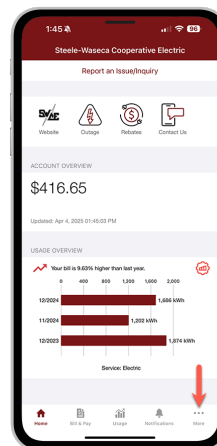
Tap on the **SmartHub Icon** on your device to open the app.

STEP 2



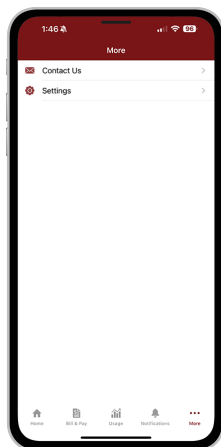
Login with the email and password that you used during registration.

STEP 3



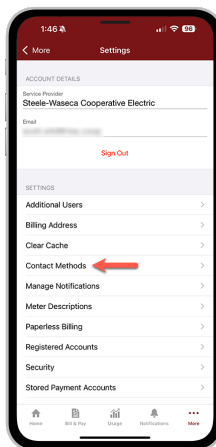
Tap on the **More** button in the bottom right.

STEP 4



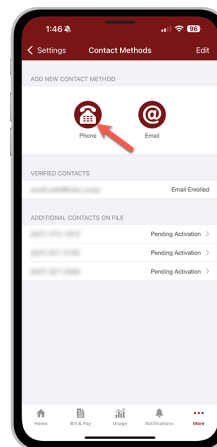
Tap on the **Settings** menu.

STEP 5



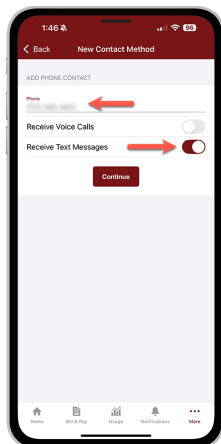
Tap on the **Contact Methods** sub-menu.

STEP 6



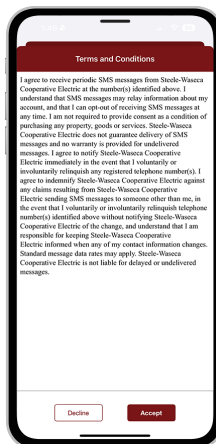
For this example, we will tap the **Phone** button.

STEP 7



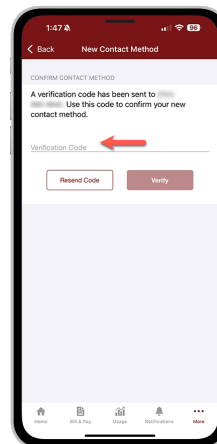
Type your **phone number** in and **set the rules** for that particular phone number. Then tap the **Continue** button.

STEP 8



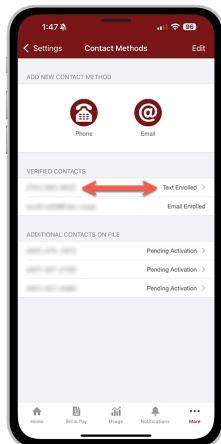
You will be asked to accept the **terms and conditions**. Tap the **Accept** button to continue.

STEP 9



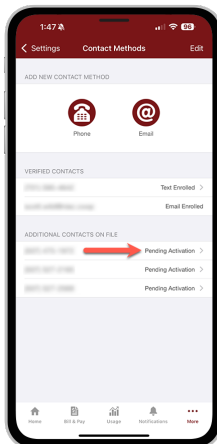
Enter the **verification code** that was texted to your phone. Tap the **Verify** button.

**STEP
10**



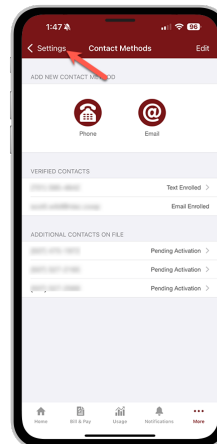
You'll see the phone number in the **Verified Contacts** section with the status of Text Enrolled.

**STEP
11**



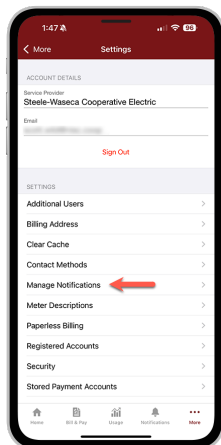
If you click on the **Pending Activation** link for a contact listed in the Additional Contacts on File, it will be the same verification process.

**STEP
12**



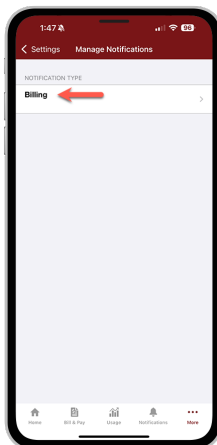
Tap **Settings** in upper left corner.

**STEP
13**



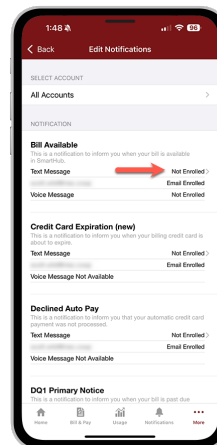
Next, you will tap on the **Manage Notifications** sub-menu.

**STEP
14**



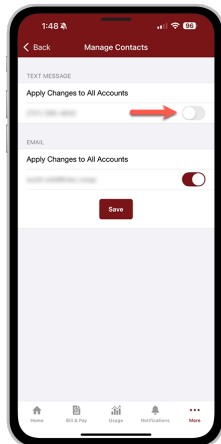
In this example, we will tap on the **Billing** category.

**STEP
15**



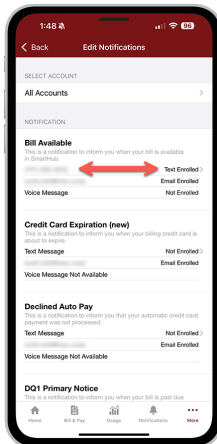
Tap the **Not Enrolled** link next to any contact you want to assign to a specific alert.

**STEP
16**



Slide the **activation button** to the right to add that contact to the alert.

**STEP
17**



Notice the status change. You can keep adding or removing contacts from specific alerts anytime you wish to make changes.