ENGLEWOOD WATER
CODE RED NOTIFICATIONS

SCAN ME!

1

OPEN LINK & CHECK FOR EXISTING ACCOUNT

- If the customer already has an account, have them sign in → Skip to Step 5.
- If they do not have an account, click Register to begin.

2

ENTER PERSONAL INFORMATION

- Enter first name, last name, create username, create password.
- Agree to the privacy policy.
- Complete the "I am not a robot" verification.
- Click Next.

3

ENTER EMAIL ADDRESS

- Type in their email address.
- Click Send Code.

4

VERIFY EMAIL

- Check email for the verification code from OnSolve.
- Enter the code in the provided field.
- Click Next.

5

COMPLETE HOME SCREEN INFO

Enter name, preferred language, and time zone.

6

ADD DEVICE

- Under Personal Details, select Device Details.
- Click Add Device.

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CHOOSE DEVICE TYPE

- Select Voice (phone calls), SMS (text), or Email.
- Enter the phone number or email address.
- Click Add to save.

7

ADD ADDRESS

Under Location Details, select Add Primary Address.

8

PLACE ADDRESS ON MAP

- On the map screen, select Add Location (top-left).
- Enter the address.
- Confirm the map pin is correct.
- Click Add.

9

ADD ADDITIONAL INFO (OPTIONAL)

Add any additional phone numbers or addresses using the same method as above.

10

SAVE THE ACCOUNT

Once all information is entered, click Save (bottom-right).

11