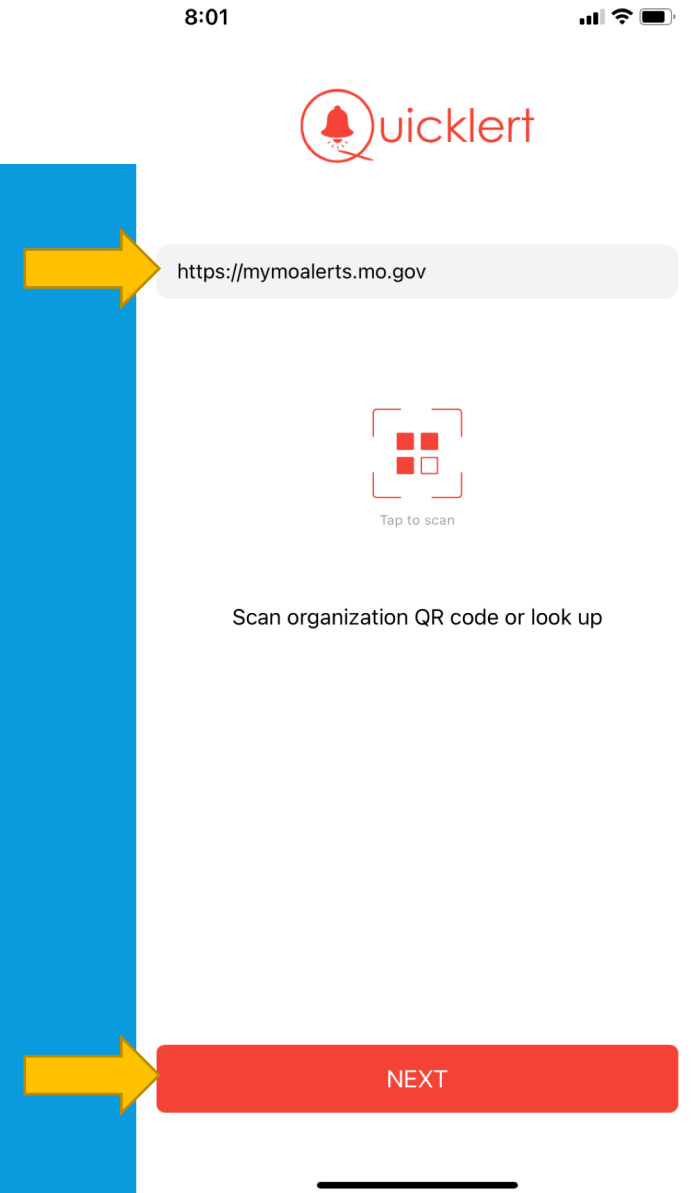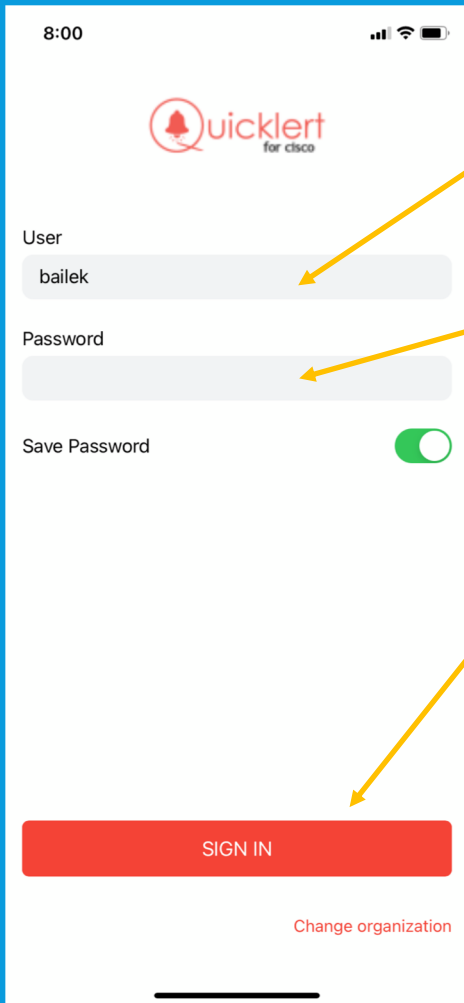# QUICKLERT SETUP

Revised 3/17/2021

# QUICKLERT APP SETUP

- After opening the Quicklert app on your state owned device or downloading and opening it on your personal device, you will be asked to enter the Organization, "mymoalerts.mo.gov" to be set up for the State of Missouri.

- Enter URL  mymoalerts.mo.gov

- After entering in the URL, tap Next

8:01

Quicklert

https://mymoalerts.mo.gov

Tap to scan

Scan organization QR code or look up
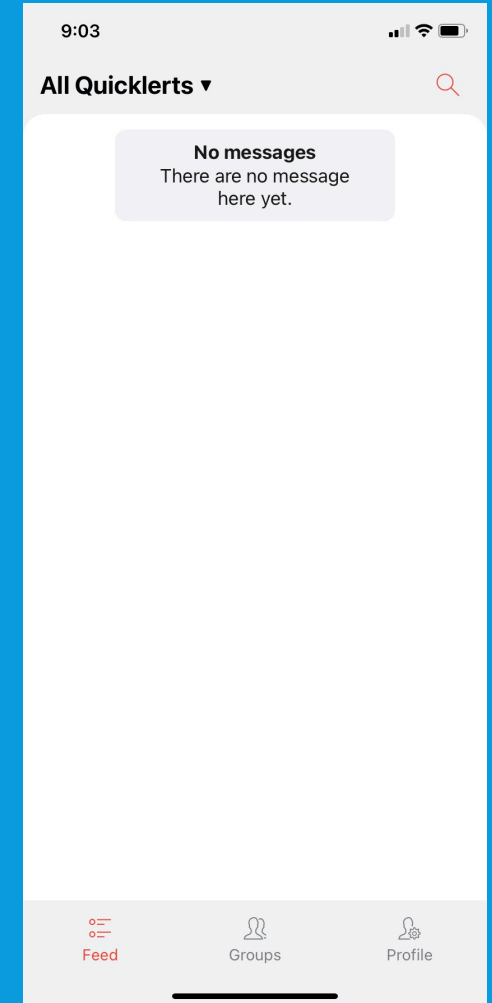
NEXT

# QUICKLERT APP SETUP (CONTINUED)

Sign into the app using your work userID (this is the username you enter to log into your work computer)

Password will be your network password. (this will be the same as logging into your work computer)

Then tap Sign In

After logging in, you will see the Feed tab. This will be empty until you join a group and receive notifications.

# JOINING A GROUP

1. To join a group, tap on Groups tab
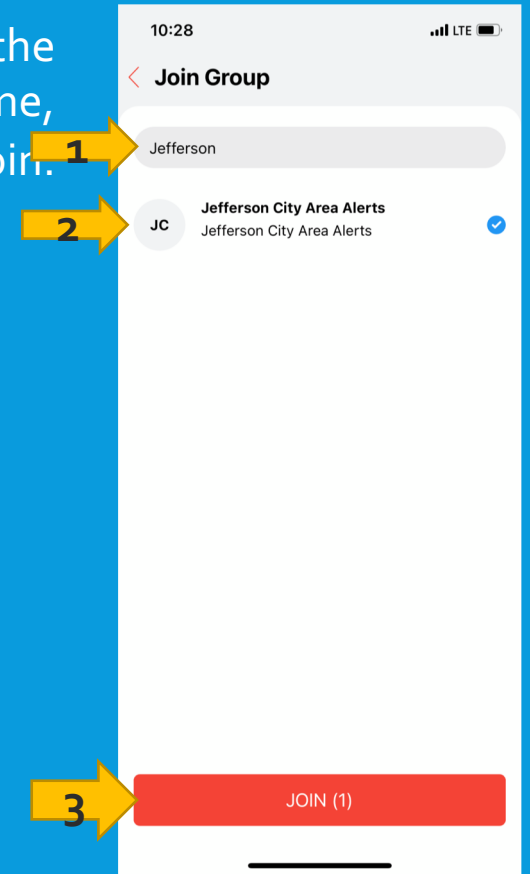
2. Then tap to search for group

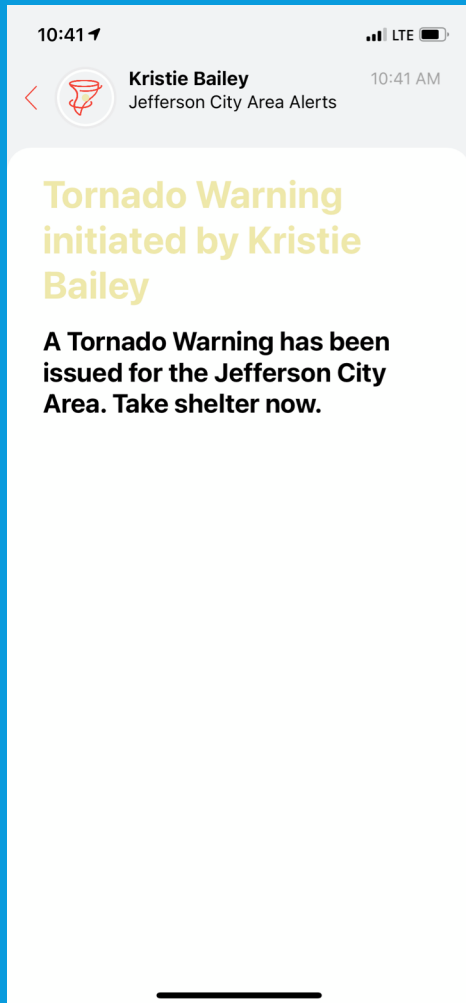You can join a Group by using the search field to enter group name, tapping the group name, then join.

- 1. Begin typing group to join
- 2. Tap on group name
- 3. Tap join

Available Groups:
Emergency
Jefferson City
St. Louis
Kansas City
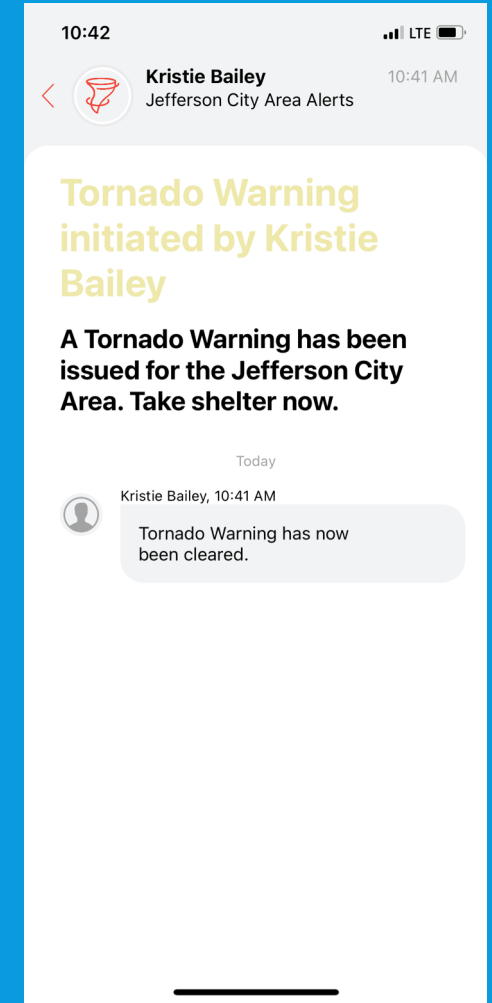Springfield
Columbia
Cape Girardeau

# JOINING A GROUP (CONTINUED)

Once signed up, you will receive email, and push notifications from Quicklert (depending on how you signed up to receive alerts) when Alert notifications go out.

Example Mass Alert Notification within Quicklert App when Alert is initiated.



Example Mass Alert Notification within Quicklert App when Alert is cleared.

# RECEIVING OPTIONS

Alerts can also be received by email.

**To receive alerts by email, follow the below instructions:**

- Click on the link below or copy and paste in a web browser ;
- https://mymoalerts.mo.gov/quicklert/subscribemassalert.jsp?massalertId=35

- Fill out first name, last name and email.

- Tap Subscribe.