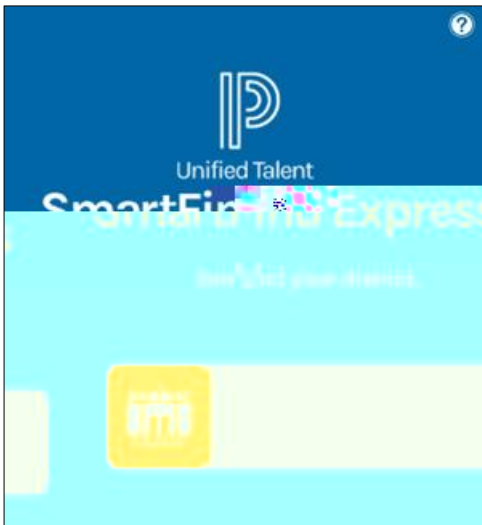# Get Started

Access the App

Each district will provide you instructions and a district unlock code. Open the app and enter the code.

After unlocking, select the district. Enter your login credentials for the selected district.

Manage Notifications

1. Select Settings from the main menu.

2. From the General tab, select Notifications.

3. Turn notifications on or off for both push (in-app) and SMS (text) delivery.

4. If you elect to receive SMS notifications, tap Enter Mobile Phone Number to update your preferred mobile number and provider.

Manage Classifications

1. Select Settings from the main menu.

2. From the General tab, select Classifications.

3. Tap Edit.

4. Select appropriate classifications and groups from each tab.

5. Tap Save.

Manage Locations

1. Select Settings from the main menu.

2. From the General tab, select Locations.

3. Tap Edit.

4. Select appropriate locations and groups from each tab.

5. Tap Save.

Manage Auto Accept

1. Select Settings from the main menu.

2. From the General tab, select Auto Accept Setup.

3. Select your minimum acceptance window. This will apply to all locations.

4. Turn Auto Accept on or off for each location.

5. Tap Classifications Setup for each location to choose corresponding classifications.

Manage Profile Settings

1. Select Settings from the main menu.

2. Select the Personal tab.

3. Select an option to update your email address, password, contact information (for calls), or physical address.

NOTE: Password is not the same as your PIN. You must log in to the web application to change your PIN.