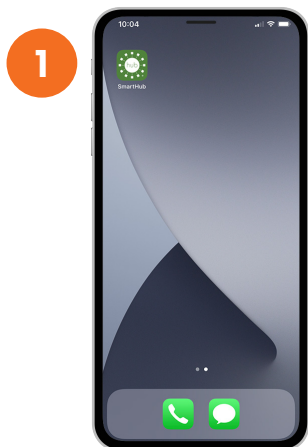
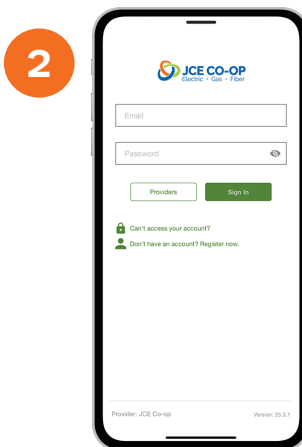


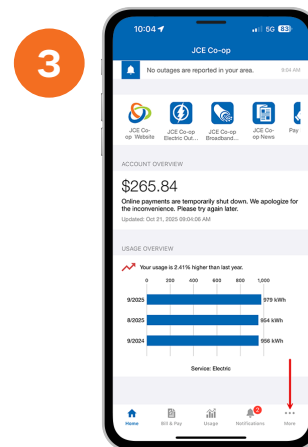
How To Manage Contacts and Notifications (mobile app)



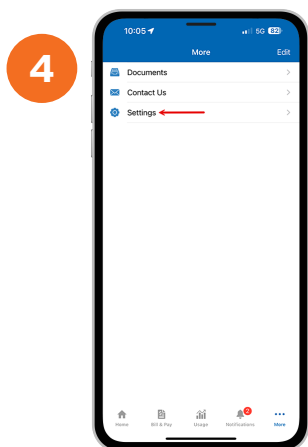
Tap on the **SmartHub icon** on your device to open the app.



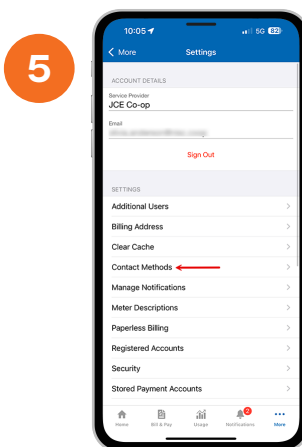
Log in with the email and password that you used during registration.



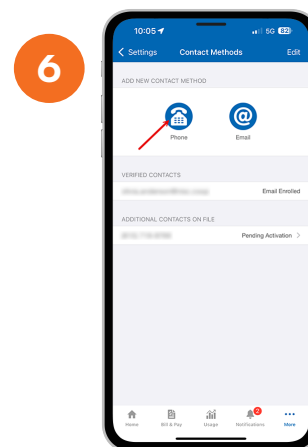
Tap on the **More** button in the bottom right.



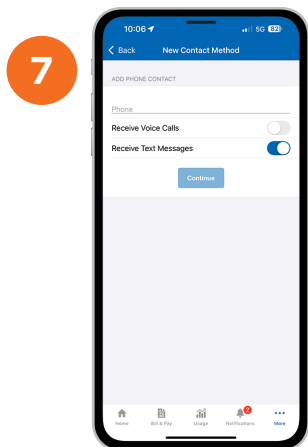
Tap on the **Settings** menu.



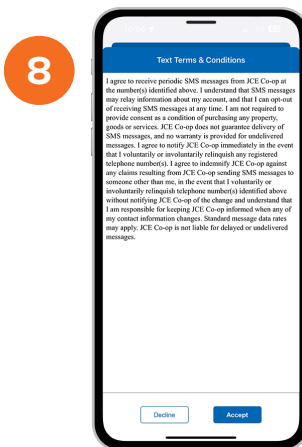
Tap on the **Contact Methods** sub-menu.



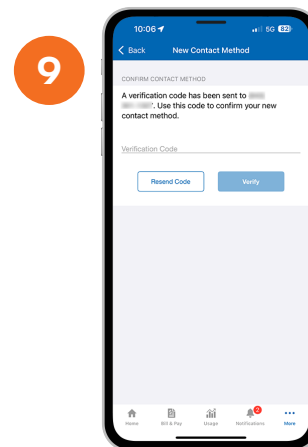
For this example, we will tap the **Phone** button.



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



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



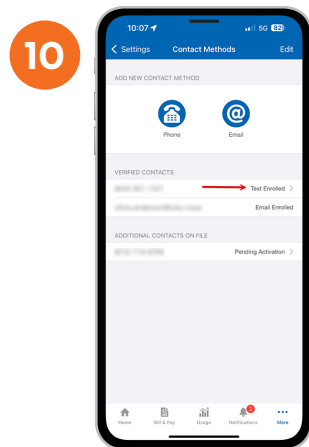
Enter the **verification code** that was texted to your phone. Tap the **Verify** button.



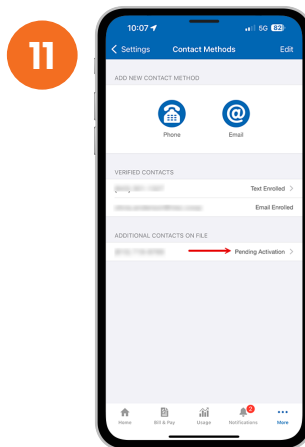
For more information go to jcecoop.com/SmartHub. Still have questions? Call us at 800-858-5522 or email us at info@jcecoop.com. Please expect longer wait times as we navigate this transition—thank you for your patience!



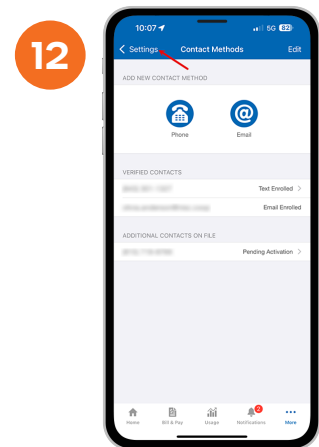
How To Manage Contacts and Notifications (mobile app)



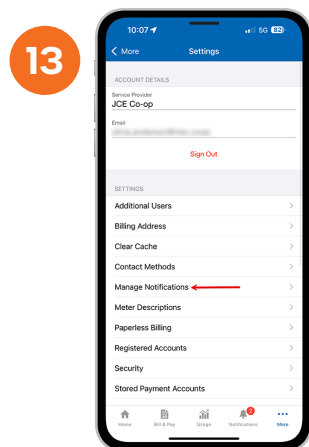
You'll see the phone number in the **Verified Contacts** section with the status of Text Enrolled.



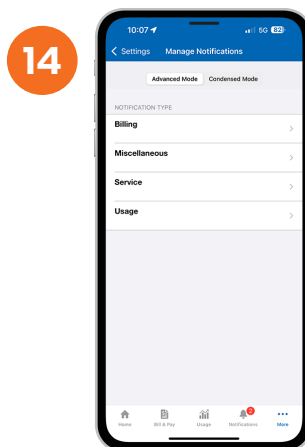
If you click on the **Pending Activation** link for a contact listed in the Additional Contacts on File, it will be the same verification process.



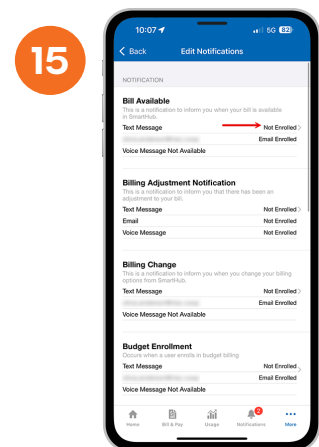
Tap **Settings** in upper left corner.



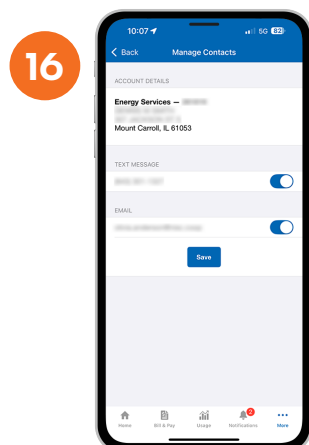
Next, you will tap on the **Manage Notifications** sub-menu.



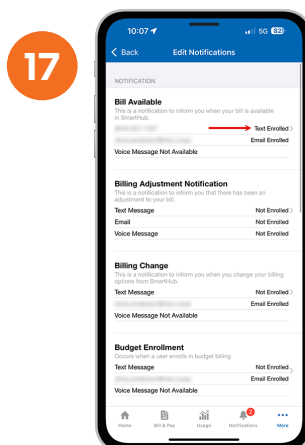
In this example, we will tap on the **Billing** category.



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



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



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



For more information go to jcecoop.com/SmartHub. Still have questions? Call us at 800-858-5522 or email us at info@jcecoop.com. Please expect longer wait times as we navigate this transition—thank you for your patience!

