



How to use WeAlert.io in your neighbourhood

QUICK GUIDE WEALERT-APP

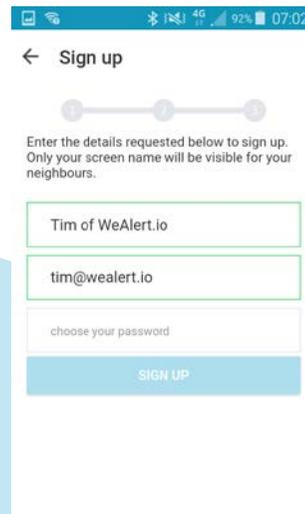
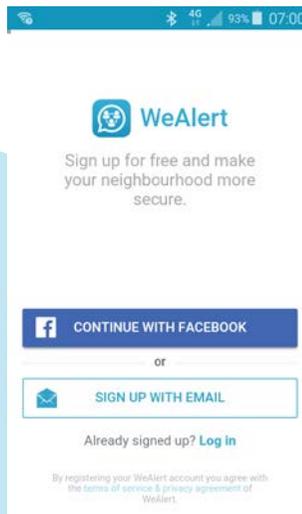
Register to WeAlert.io

WHY?

Within 20 seconds you are in direct contact with your neighbours and together we will keep our neighbourhood safe. The WeAlert.io-app adds you automatically in your neighbourhood groups after registration. You don't have to know your neighbours yet and you won't share personal details (address, phone number, e-mail) with your neighbours.

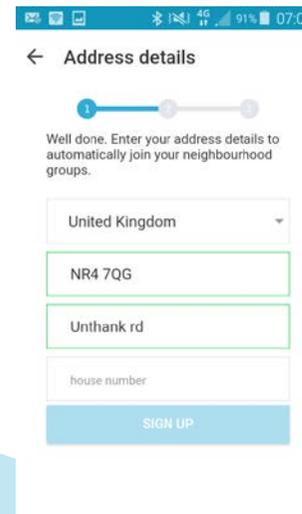
HOW?

After download and install, you will start to register yourself via e-mail or Facebook

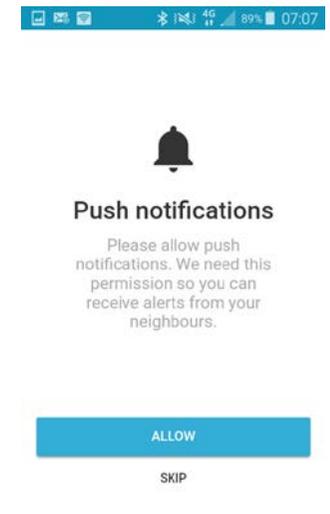


Your name (or pseudonym) is the only thing shown within the app to your neighbours

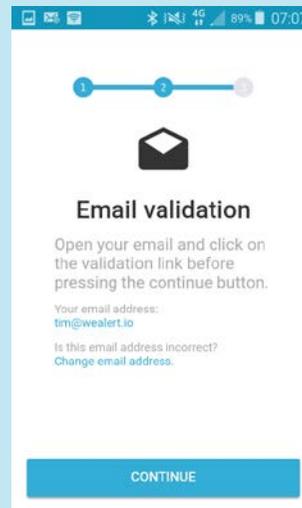
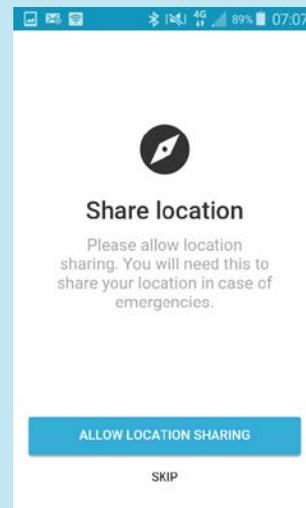
Based on your location, you will be automatically added to your neighbourhood groups.



Accept Push notifications. This way you can receive (urgent) alerts



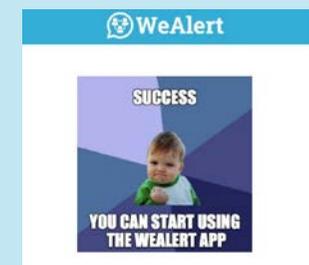
Accept to share location. This way you can give your (nearby) location when you are in need or see something suspicious around



You will receive a validation e-mail. Validate your e-mail address to proceed



After validation, you are in direct contact with your neighbours. Together we will keep our neighbourhood safe!

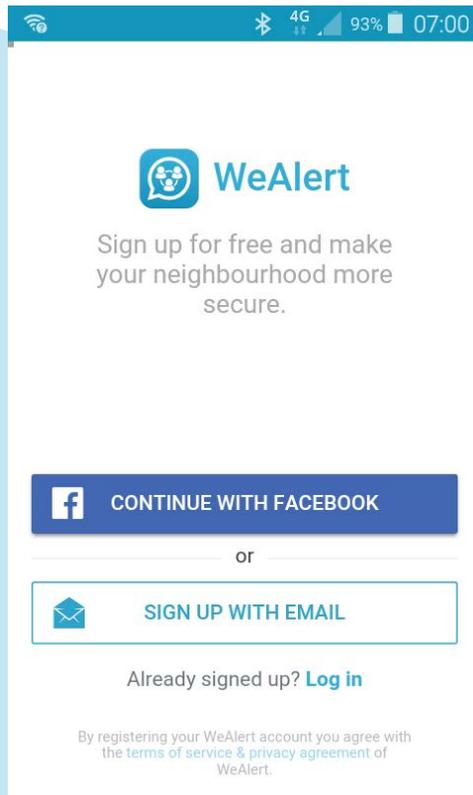


Log in and password recovery

WHY?

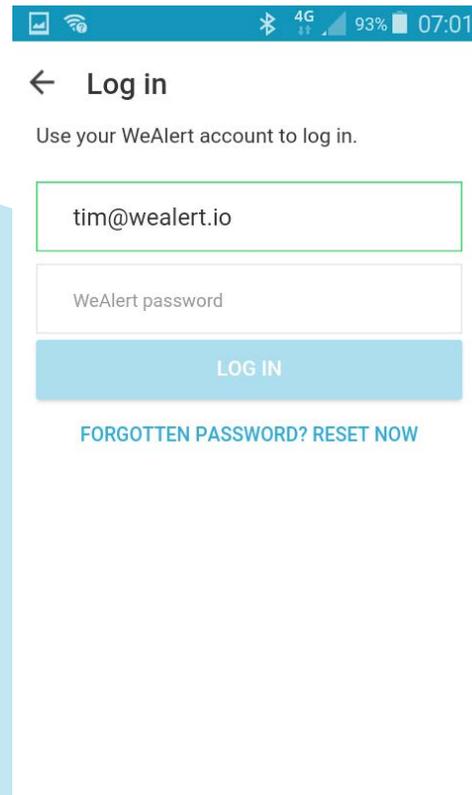
Within 20 seconds you are in direct contact with your neighbours and together we will keep our neighbourhood safe. The WeAlert.io-app adds you automatically in your neighbourhood groups after registration. You don't have to know your neighbours yet and you won't share personal details (address, phone number, e-mail) with your neighbours.

HOW?



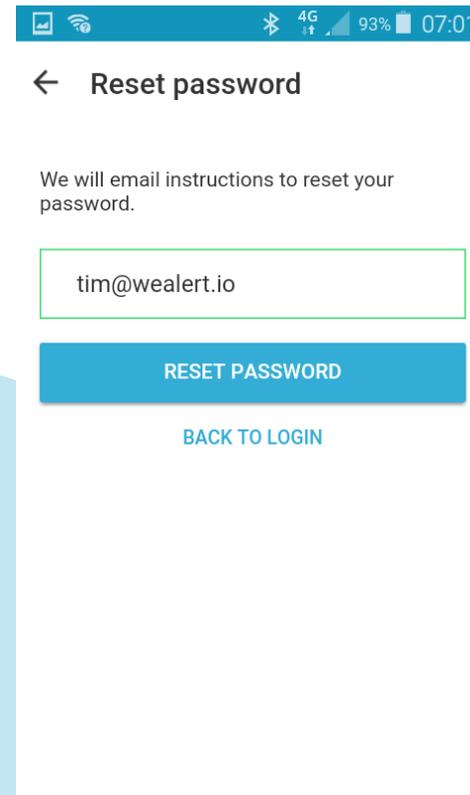
The registration screen features the WeAlert logo at the top. Below it, the text reads: "Sign up for free and make your neighbourhood more secure." There are two main options: "CONTINUE WITH FACEBOOK" (a dark blue button with a white Facebook icon) and "SIGN UP WITH EMAIL" (a white button with a blue border and an envelope icon). Below the email option, it says "Already signed up? [Log in](#)". At the bottom, there is a small disclaimer: "By registering your WeAlert account you agree with the terms of service & privacy agreement of WeAlert."

If you have registered before. Your email will be known. Go to "Log in".



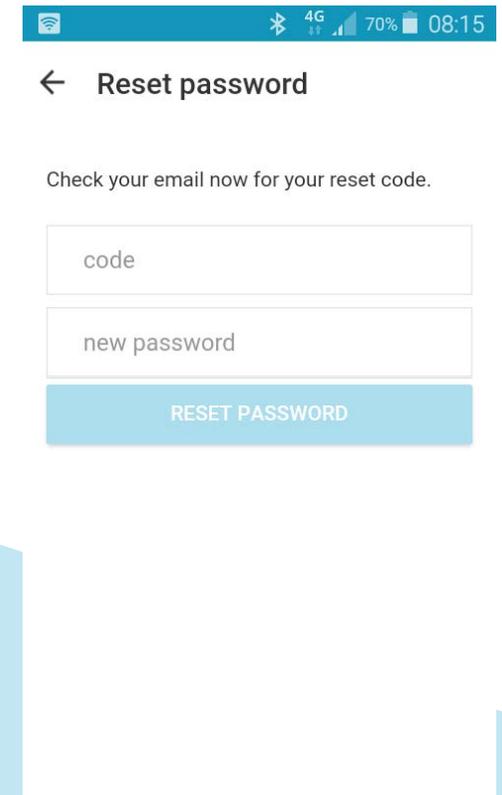
The login screen has a back arrow and the title "Log in". Below the title, it says "Use your WeAlert account to log in." There are two input fields: the first contains "tim@wealert.io" and the second is labeled "WeAlert password". Below the fields is a blue "LOG IN" button. At the bottom, there is a link: "FORGOTTEN PASSWORD? RESET NOW".

Enter your email address and your password, which you made yourself during registration. Now you are logged in!



The password reset screen has a back arrow and the title "Reset password". Below the title, it says "We will email instructions to reset your password." There is one input field containing "tim@wealert.io". Below the field is a blue "RESET PASSWORD" button. At the bottom, there is a link: "BACK TO LOGIN".

If you don't know your password anymore. Use "password recovery" and fill in your email address.



The confirmation screen has a back arrow and the title "Reset password". Below the title, it says "Check your email now for your reset code." There are two input fields: the first is labeled "code" and the second is labeled "new password". Below the fields is a blue "RESET PASSWORD" button.

You will receive an email with 4-digit code Enter this code next to your email address and enter your new password. Now you are logged in!

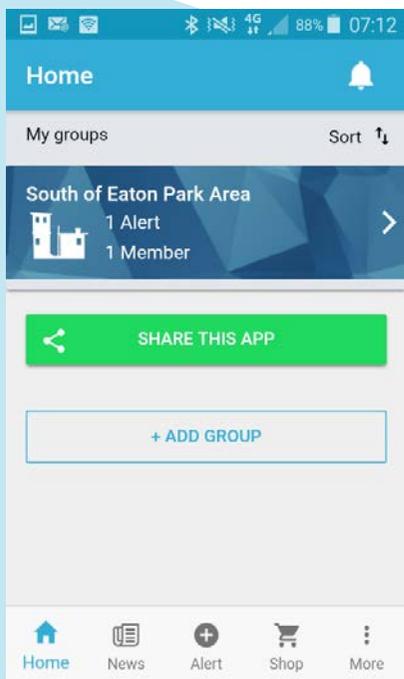
Add non-WeAlert.io users to your group (promotion within WhatsApp groups)

https://youtu.be/H-h8q_cba8

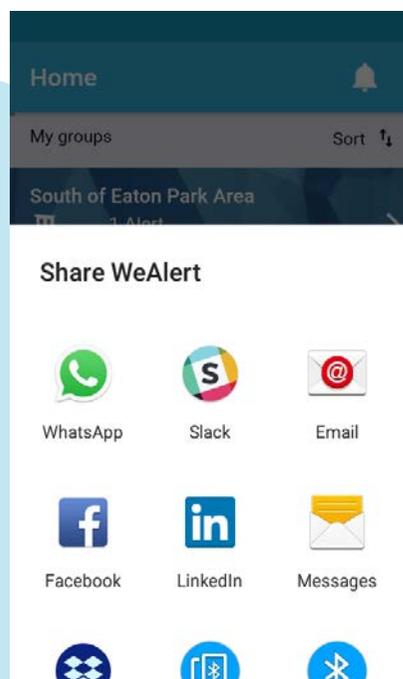
WHY?

The more neighbours use the WeAlert.io-app, the safer the neighbourhood will be. But it is not only about your neighbourhood, you can also help your friends and families neighbourhood by promoting the WeAlert.io-app in general. You can invite them via social media, e-mail, etc. As well promote the WeAlert.io-app via these channels. This way the community will grow everywhere and we will make every neighbourhood a safe place.

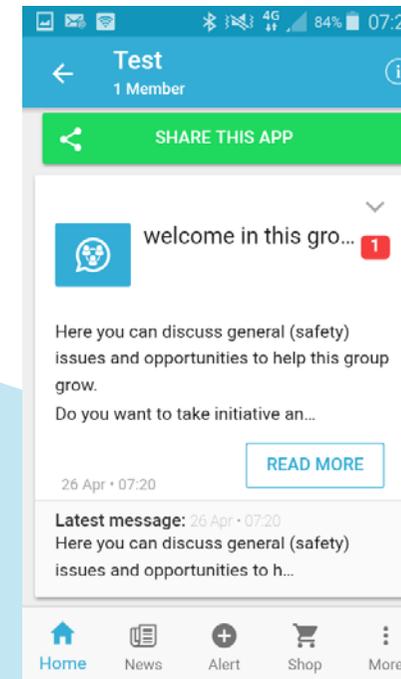
HOW?



Within the group tab, press "share this app"

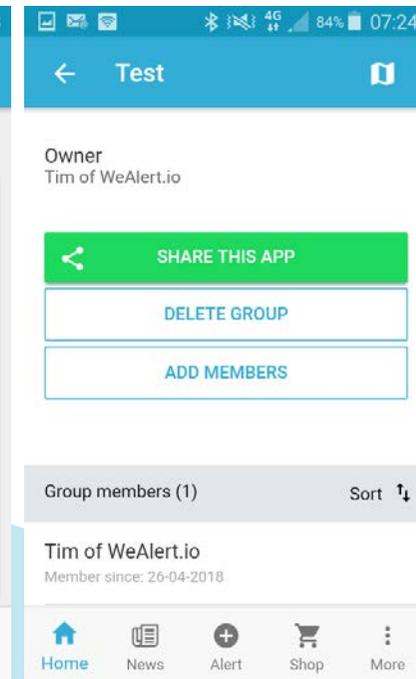


This way you can invite your neighbours, friends and families to use the WeAlert app too



Next, as a "moderator" of a group you can add members to your group.

Go to group details (i) on upper right. Here you can decide if you want to "share this app" via social media or e-mail or that you want to "add members" to your group. These members should already use the WeAlert.io app"



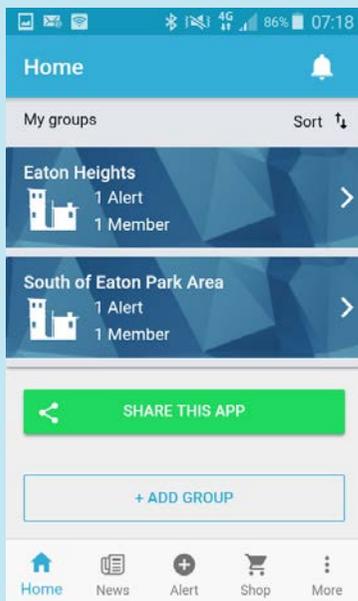
Create urgent message

<https://youtu.be/dHYOr5cK7Ms>

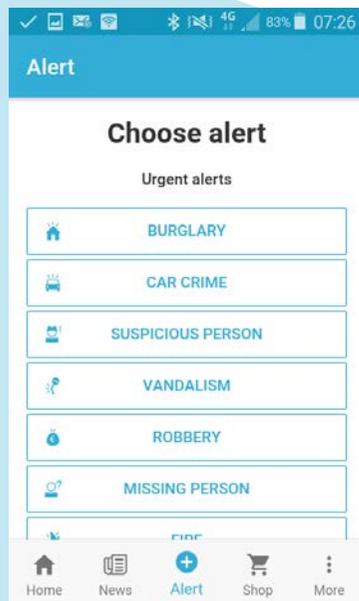
WHY?

To keep the WeAlert.io-app clean and clear for all neighbours, every alarm/ topic should be posted separate. This will make sure that conversations will be separated and every user can select (via settings) which messages he/she wants to receive and follow and which not. This way we will make the WeAlert.io-app suitable for everyone and to everyone's personal needs (no SPAM). An urgent message will be made via the Alert-button. A message which is more general and will stay applicable for more days can be made via "Other" (after "Alert").

HOW?

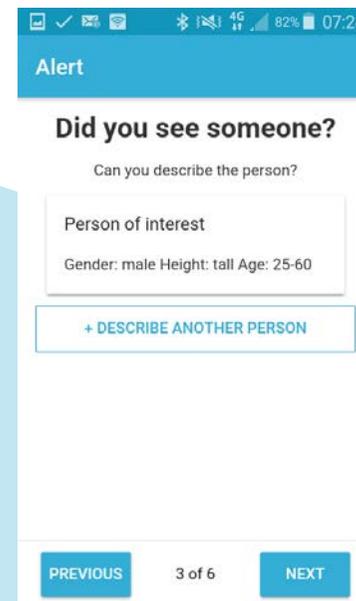
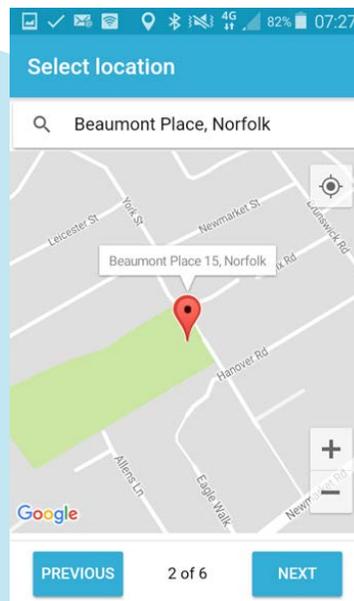


Press "Alert" in the home screen and start the alert flow

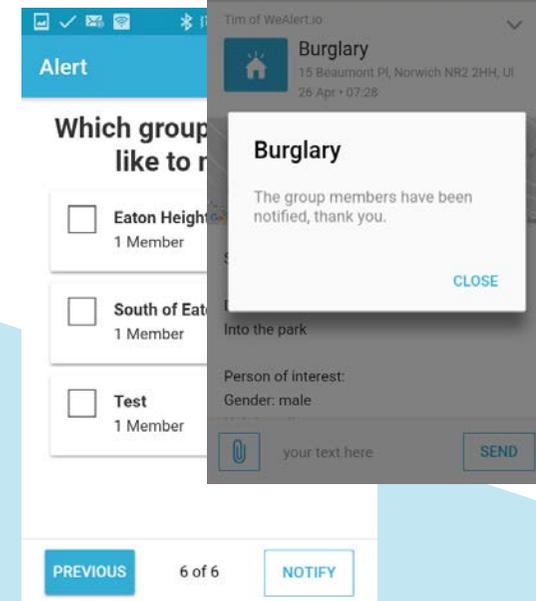


Enter the type of alert and the location.

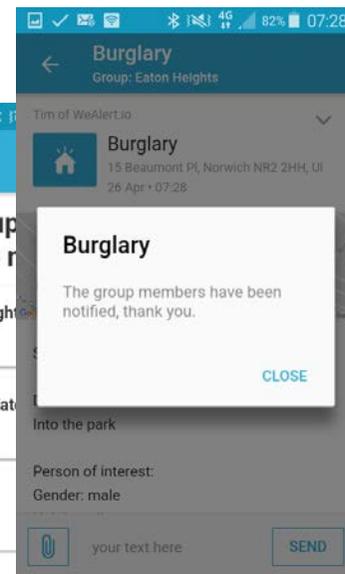
Always call the emergency services first!



Add description of the incident/ observation and add other useful information to the alert



Finally, you post the alert in the relevant group.



Settings & notifications

<https://youtu.be/pPGtJDKgfFU>

WHY?

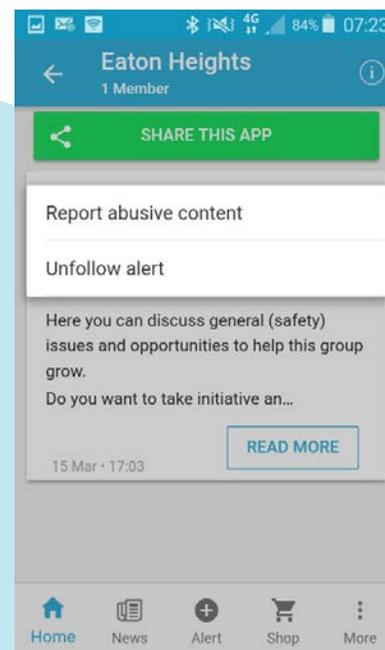
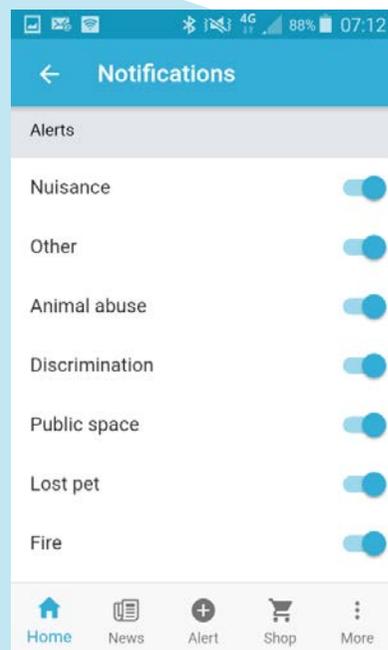
You can decide which new messages you want to receive and how. It is all about your personal needs. This makes the WeAlert.io-app suitable for everyone. For example you can set the sounds of new messages “off”, but the pop-ups “on”. You can do this to all messages via the menu, or per group via the group/message settings. This helps to reduce SPAM and make the WeAlert.io-app as effective as possible.

HOW?

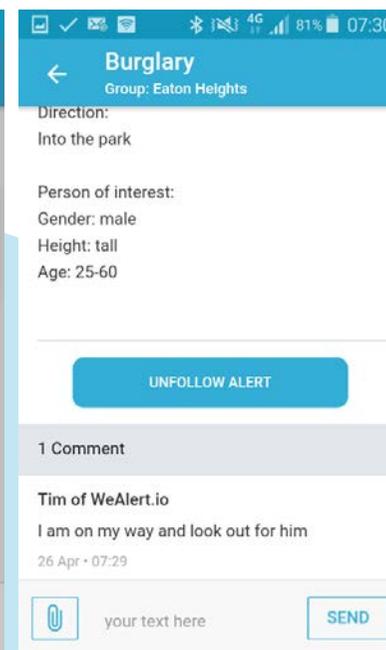


Press on the bell (top right). Here you can decide about which topics/alerts you want to be notified.

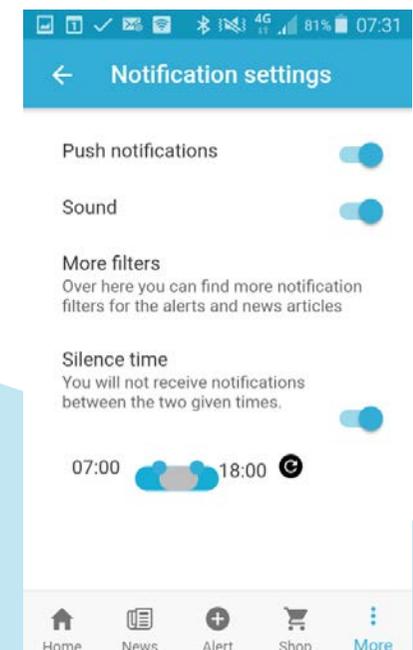
You can adjust this for the alerts in the neighbourhood and for the content in the news page



When an alert is received. You can decide if you want to follow/ unfollow this specific alert.\



You can do this via the action button (v) or via the big “unfollow alert” button



You can adjust all notifications via “more” and “notifications”. You can decide how you want to be notified

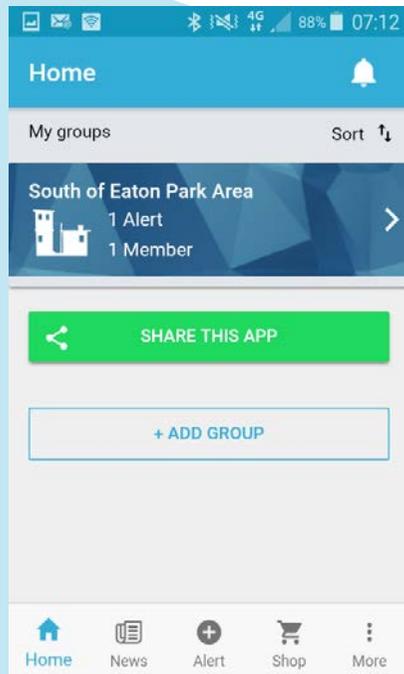
Search/ Add (managed) groups

<https://youtu.be/8SRmb41mnaI>

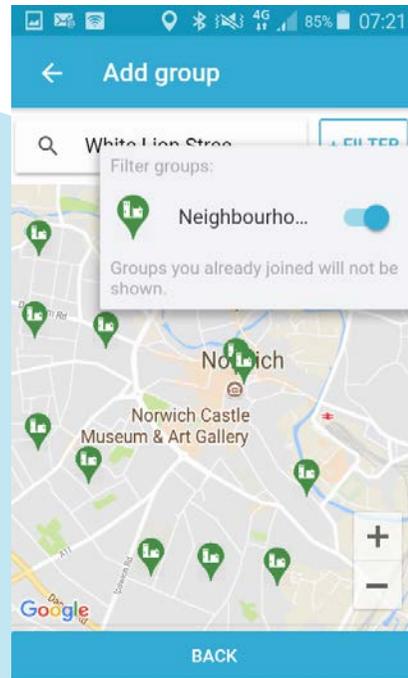
WHY?

The WeAlert.io-app adds you automatically to your neighbourhood groups. Next to these groups, there are more groups in your neighbourhood which can be relevant to you (nearby streets, neighbourhoods, or blocks). When you add yourself to these groups, you will be in contact with them and receive relevant messages from these groups.

HOW?

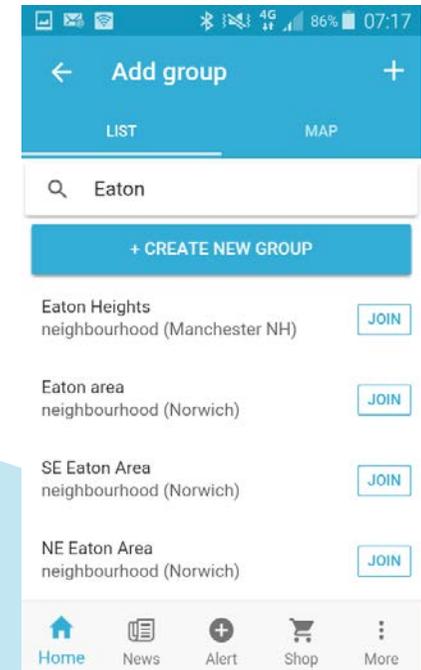
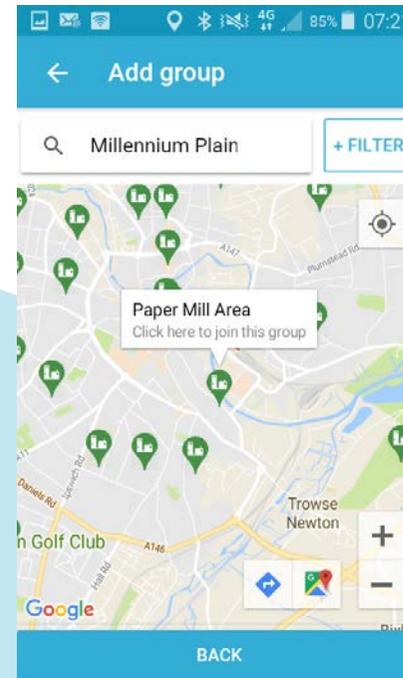


Within the home screen (Groups) you press below on “Add Group”.



Via the map you can see your location and the groups nearby. Press on the pointer to show information. Press “Add Group” to join this group.

At a managed (closed) group (lock) the owner/administrator of the group receive your request to join the group and the owner can decide. At all other groups you will enter the group directly.



Or you search the group on the list. You can search the name of the group and press “Add Group” to join this group.

Create a new (managed) group

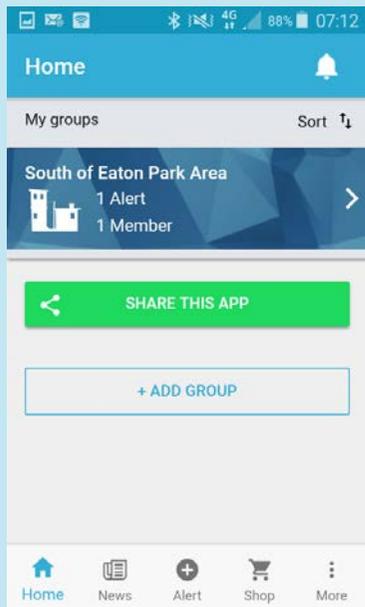
<https://youtu.be/g3dcfiP8Gks>

WHY?

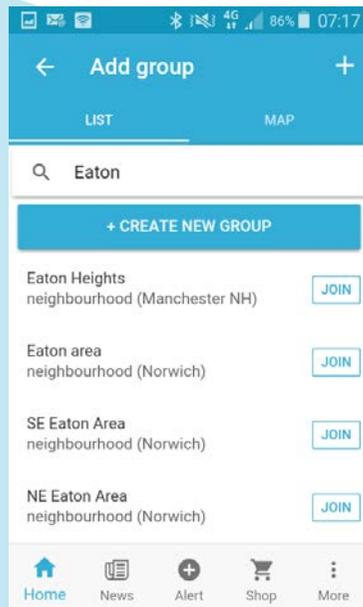
The WeAlert.io-app adds you automatically to your neighbourhood groups. Next to these groups, you can also unite yourself with your neighbours in other groups which can be relevant to you (combination of nearby streets, neighbourhoods, or blocks). Or you can start a managed group in which only selected users (neighbours) can enter after you have accepted them (neighbourhood watch team, etc). These new groups you just started are easy to find by other users, which will help grow your group, without extensive promotion and a lot of manual actions.

Within managed (closed) groups, you as owner/ administrator still need to “accept” new entrants

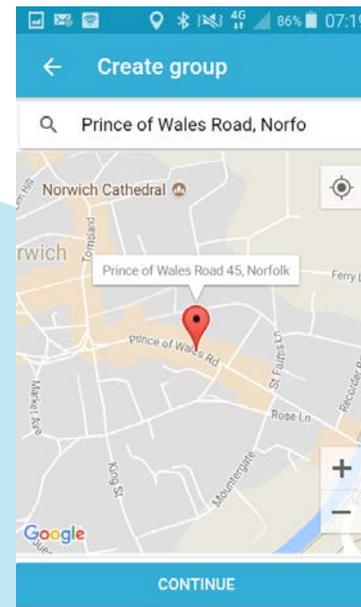
HOE?



Within the home screen (Groups) you press below on “+ Add Group”.



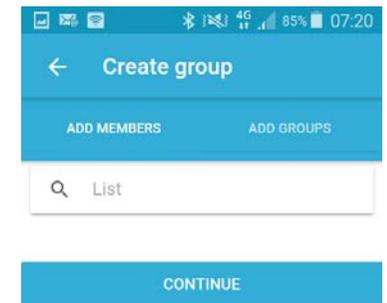
Press “+Create New Group” to start your own group



Add the location, where other users can find your group

Add a group name and description. This way others can find the group.

Decide if the group is “open” or “managed” (closed).



Finally, add existing WeAlert.io users to your group and start the group.

Add user to (managed) group

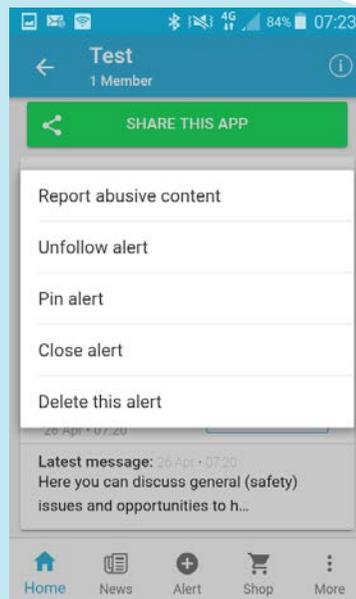
<https://youtu.be/6RNvnwHQWwg>

WHY?

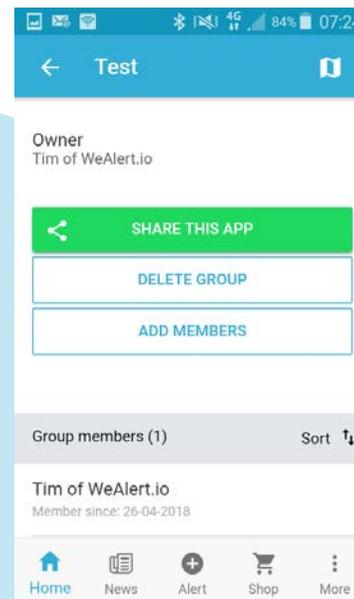
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Within managed (closed) groups, you as owner/ administrator still need to “accept” new entrants

HOW?



Within the home screen (Groups) you press on your group and enter the group. Press on the name of the group on the top (“i”) and you will go to the group details.



Press “add users” to add existing WeAlert.io users to your group.

Search and find users from your neighbourhood and add them by selecting.

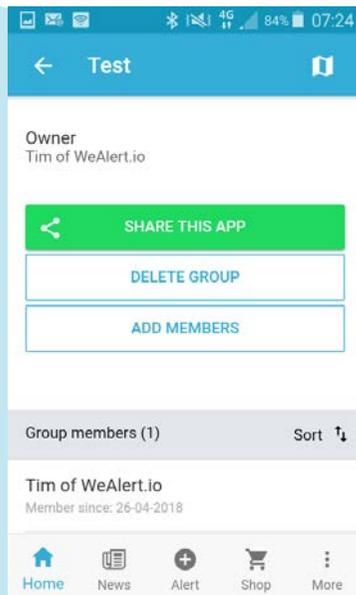
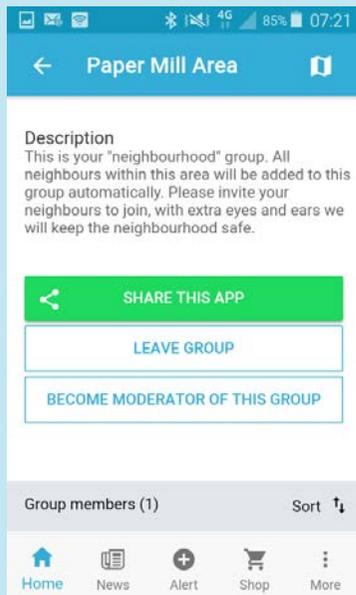
Delete/ Leave a group or message

<https://youtu.be/dHYOr5cK7Ms> & <https://youtu.be/pPGtJDKgfFU>

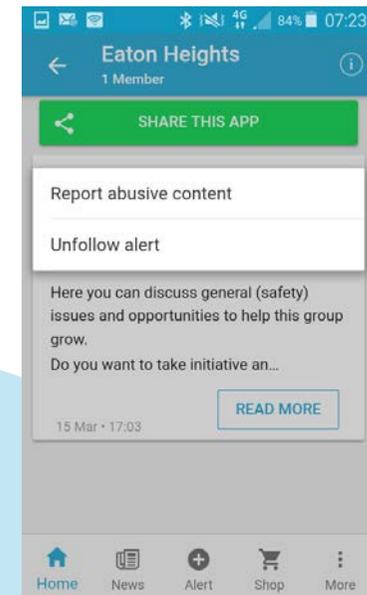
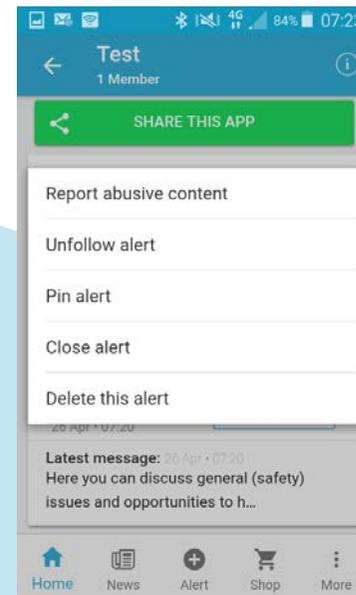
WHY?

When a group or (urgent) message is not relevant to you and you don't want to receive any messages/notifications from this. You can leave this group or message, so that the WeAlert.io-app stays relevant to you. If you started a group or (urgent) message yourself, but the relevance is over. You can delete this message or group. This way you will close it for everyone and we keep the WeAlert.io-app clean and clear.

HOW?



Within group details you can also see all the group members



Go to group details via (i) on top right of the specific group

As a group owner/ administrator you can delete the group. This will delete the group for all users. Other users can leave this group. This way the group will be there for the other users who haven't left.

As a group owner/ administrator and the one who made the alert, you can delete the alert via the action button (v) at the alert.

As a normal user, you can only "unfollow" that specific alert or report abuse to WeAlert.io and the administrator

Start private chat/ group

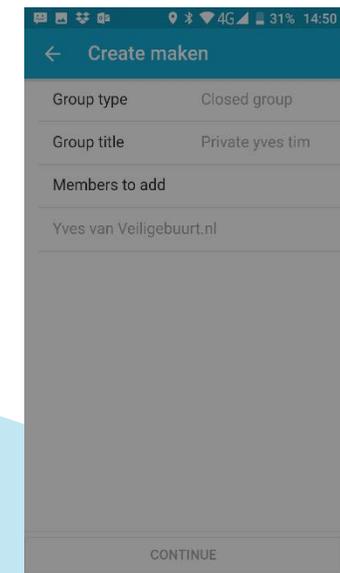
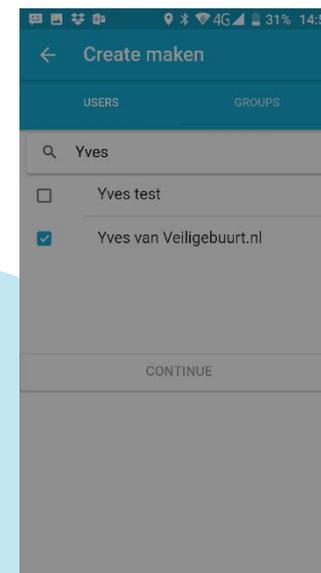
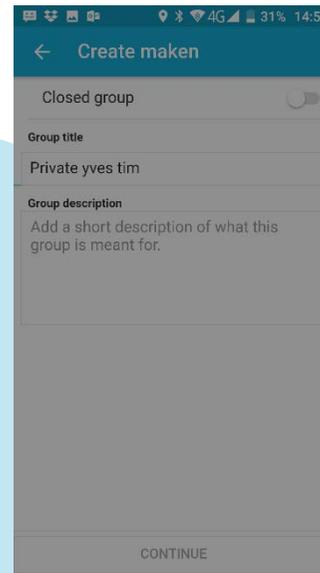
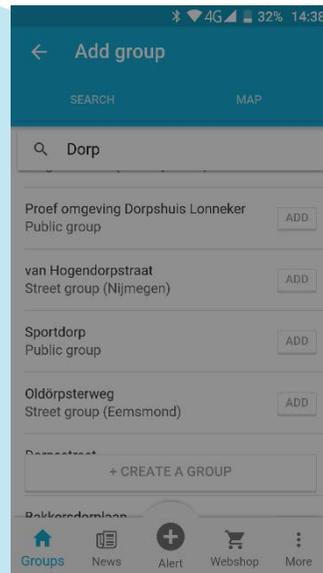
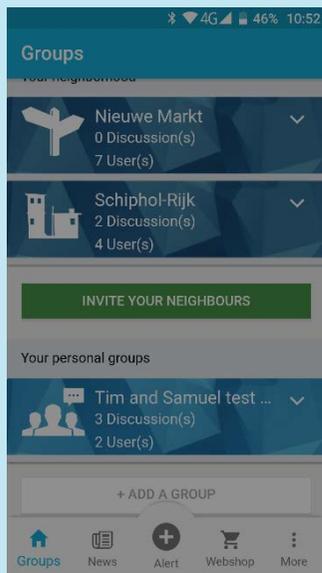
<https://youtu.be/g3dcfiP8Gks>

WHY?

If you want to send a message to one person, have a one-on-one conversation, or a conversation with a small group of people you know. You can start a private chat/ group. You can do this to discuss/ share learnings about managed groups, or to ask someone to give more information before you let him/her in your managed group.

We will improve this feature in the near future

HOW?



Within the home screen (Groups) you press below on “+ Add Group”.

Press “+Create New Group” to start your own group

Choose managed (closed) group and add a group title

Finally, add existing WeAlert.io users to your group and start the group (or 1-on-1 talk).

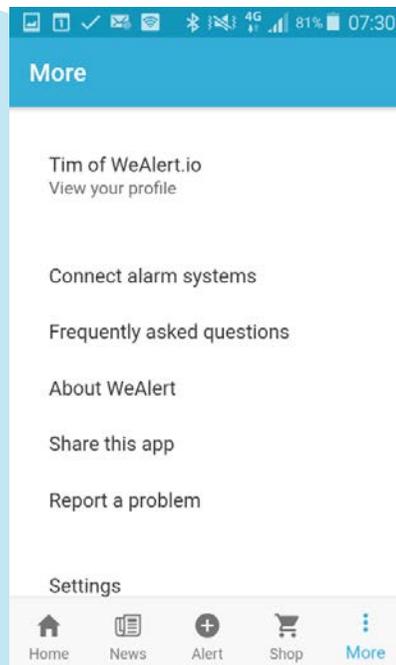
This private group is made and you can send 1-on-1 messages to each other. Afterwards you can delete the group.

Adjust password, e-mail or profile name

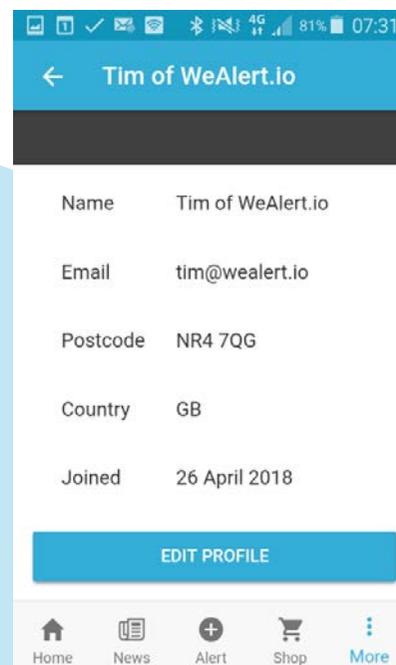
WHY?

Your password and e-mail address are necessary to log-in and you can receive our newsletter. In case you want to change this, you can do this via profile. If you want to be more (or less) visible within your neighbourhood, you can adjust your profile name.

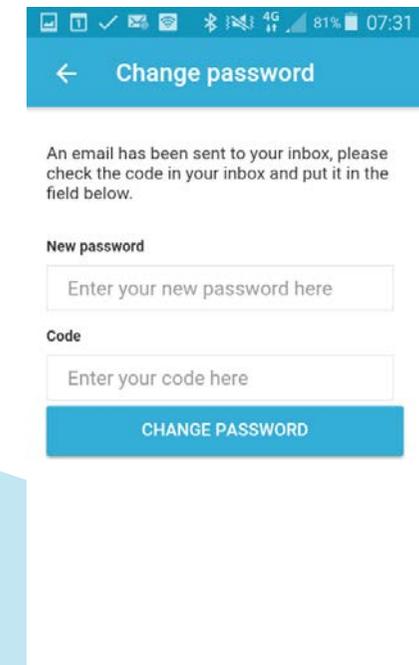
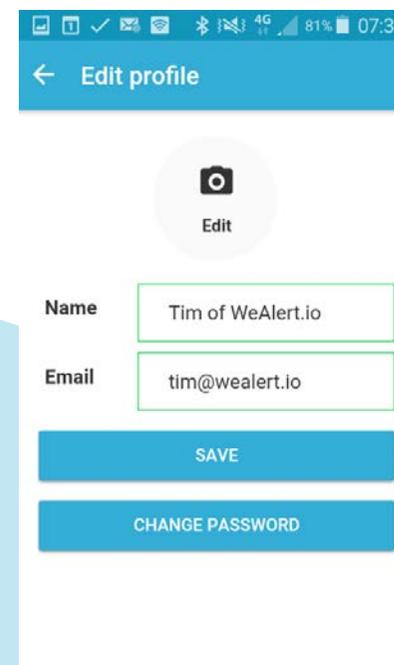
HOW?



Go to "more" and "view your profile"



Choose "Edit profile" and adjust your profile name or e-mail. Your e-mail address will only be adjusted after you validated it on your new address.



You can change your password. You will receive an e-mail with a code which you need to use in combination with your new password