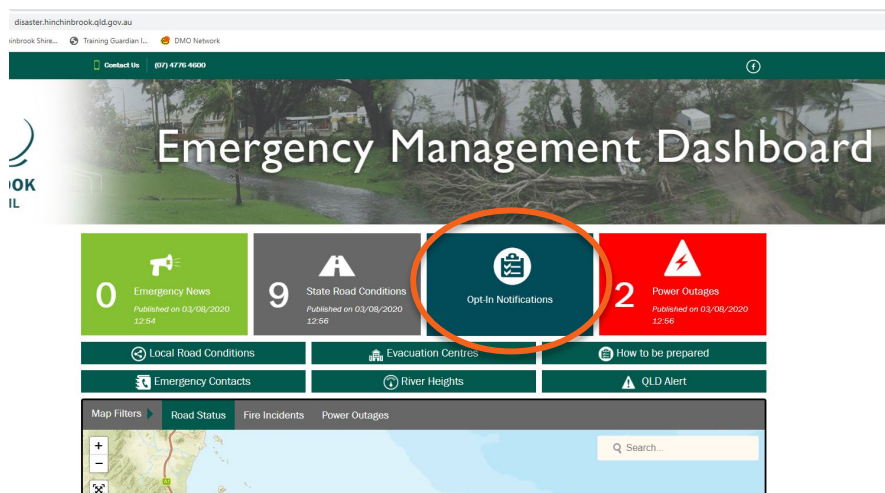## What are 'Opt-In Notifications'?

The Hinchinbrook Disaster Dashboard Opt-In Notifications allows members of the public to subscribe to information broadcasts via email. The options currently available include:

☑   Weather warnings (including location options)

☑   Emergency news

☑   River flood notifications including –

    ☑   River/Station

    ☑   Notification level (Minor, Moderate, Major)

How to subscribe

1.   **Open Website**
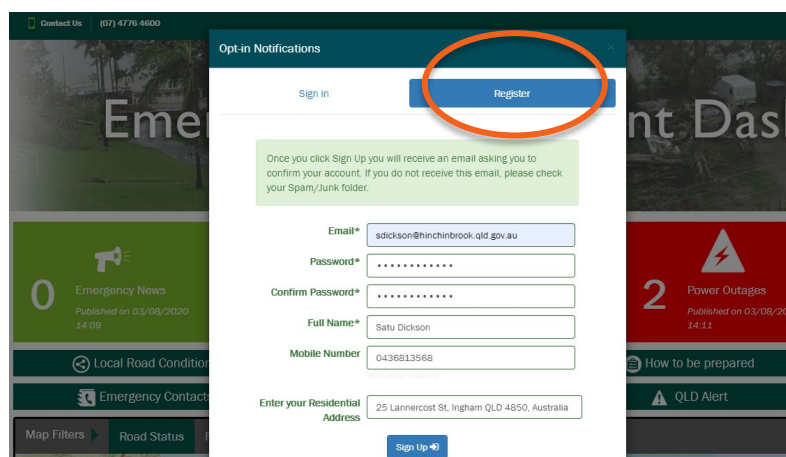http://disaster.hinchinbrook.qld.gov.au/ and click on Opt-In Notifications

2.   **Click 'Register'**
Complete your details and click 'Sign Up'

    *   Please note the disclaimer at the beginning of the Opt-In Notification subscription process.

3. Check your Email

An activation email will be sent to you. Follow the link in the email to activate your account.
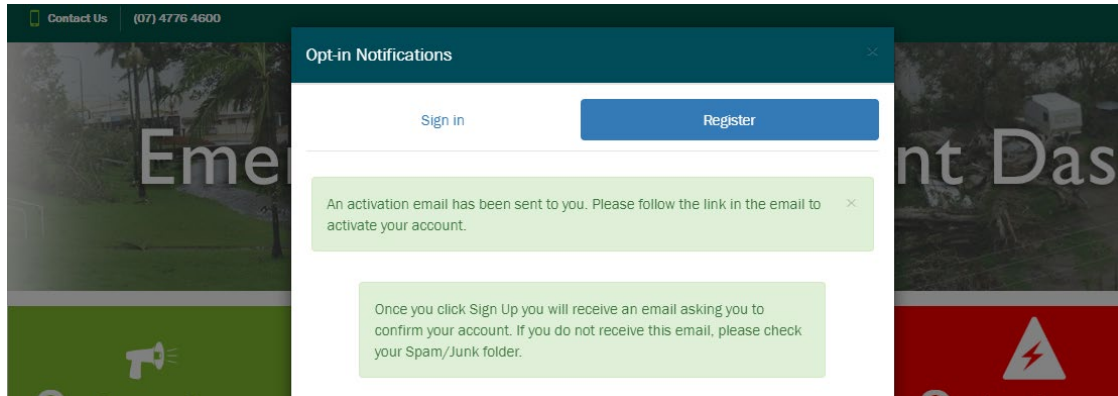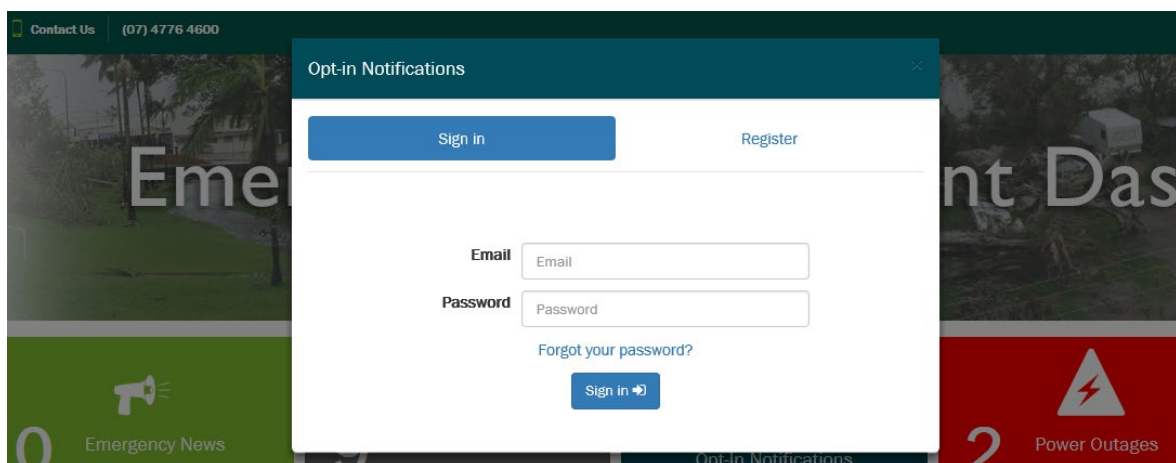

4. Email Confirmation

Once your email is confirmed, you will be asked to login to the Dashboard.
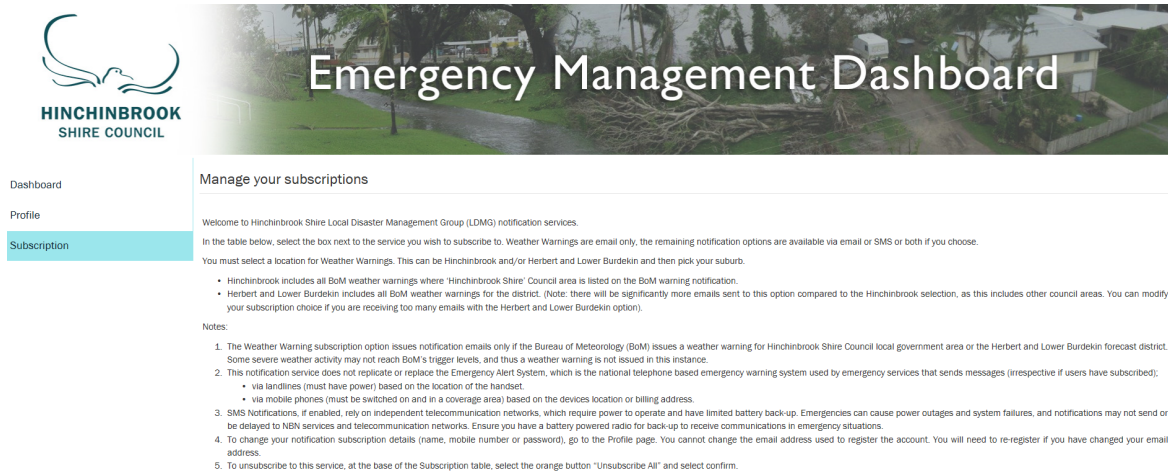

5. Sign In

Use your new login details to sign in to the Dashboard.

6. Manage your Subscriptions

Please read the information regarding notification services. **Only email is currently available**.

7. Choose Notifications

Choose the notifications you would like to receive by clicking the checkbox under 'Email' on the right. You will be required to choose the location of weather warnings you would like to receive, as well as the notification level of the river/station you choose (minor, moderate or major).

8. Save Changes

Click on the button 'Save Changes' once you have selected your notifications.


You will see a message pop up in the top right corner confirming changes were saved successfully.

9. Mobile Number Verification (Optional)

If you choose to verify your mobile number using the 'Verify' link provided, you will receive a security code text message to your mobile phone. Enter it and click 'Verify'.

*   Please note you will <u>NOT</u> receive subscribed notifications by SMS at this stage – only email.
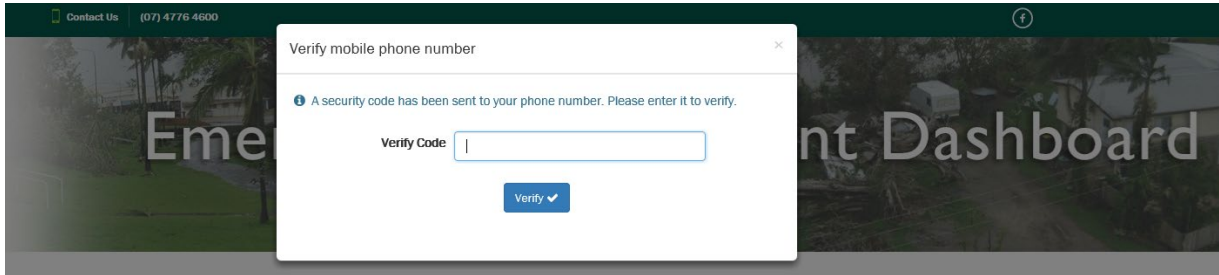
10. Logout

Click on 'Logout' in the top right corner of the page to log out.
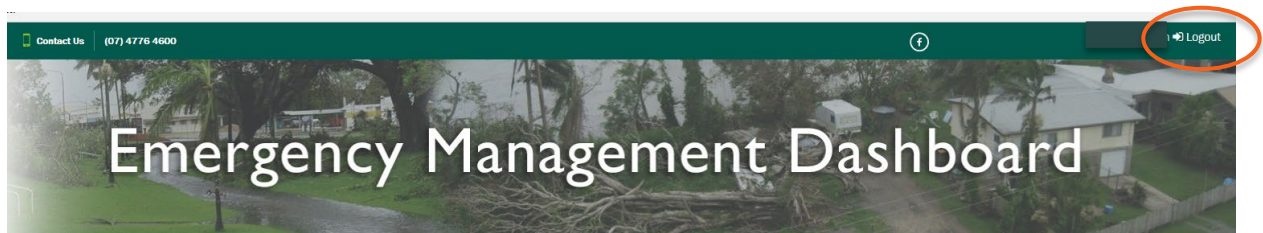
11. Manage Subscription

In order to change any notification options, please login to the Dashboard (step 5). Follow the procedure to make the desired changes.

If you would like to unsubscribe from all notifications, please click the orange button 'Unsubscribe All' at the bottom right corner of the page.