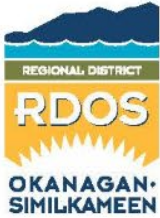


Step-By-Step Guide to Joining CivicReady

New Member



1. You can find the CivicReady Page at www.rdos.bc.ca and clicking News & Events then CivicReady on the left had side (Option 1) or by clicking on the locations indicated by the red arrows below (Option 2).

Option 1

Home Regional Government Departments **Services** News & Events Regional Bylaws

News & Events
Civic Ready

In this Section

- Assent Voting
- Civic Ready**
- EOC
- Employment Opportunities
- Event Calendar
- Media
- RDOS News

Civic Ready

Be Safe – Be Informed – Be Involved in your Community!

Sign Up Now for Emergency Notifications!

We want to make sure our citizens are safe, informed and involved in their communities. CivicReady® Mass Notification System is a communication service available to our residents to receive emergency notifications (and routine notifications in the near future). You have the ability to customize your notification preferences once signed up. Communications can be received through

Option 2

Communications by

- Email
- Text
- And more

SIGN UP NOW

For one-step notifications
SIGN UP TODAY.
Get local news and alerts instantly.

CIVICREADY
Powered by Reggroup

RECEIVE IMPORTANT NOTIFICATIONS ON:

<u>Emergency Notifications:</u>	<u>Routine Notifications:</u>
<ul style="list-style-type: none">EOC UpdatesSandbag Pick-Up LocationsESS LocationsWildfire UpdatesDangerous Animals in the Area Notices	<ul style="list-style-type: none">Community EventsWater & Sewer System AlertsCurbside Pick Up & Landfill HoursInformation ReleasesLand Use ChangesAnd More....

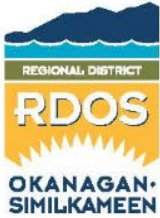
Popular Links

- Area "D" Division
- Area "F" OCP Review
- Building Permits
- Bylaw Enforcement
- Change of Address
- Curbside Calendar
- Elections - October 20, 2018
- Emergency Operations Center (EOC's)**
- Employment Opportunities
- Sign Up for CivicReady E-Notifications**
- Landfills and Recycling
- Minutes & Agendas
- Naramata Cemetery
- Naramata Water Rehabilitation

Regional Government Make a Payment Click, Hike & Bike™ Internet Mapping

HOT TOPICS **UPCOMING EVENTS**

Find us on



2. Once you are on the RDOS CivicReady page, you can scroll down and read through the group descriptions to better understand what kinds of notifications you can receive.

What kinds of notifications should you expect to receive?

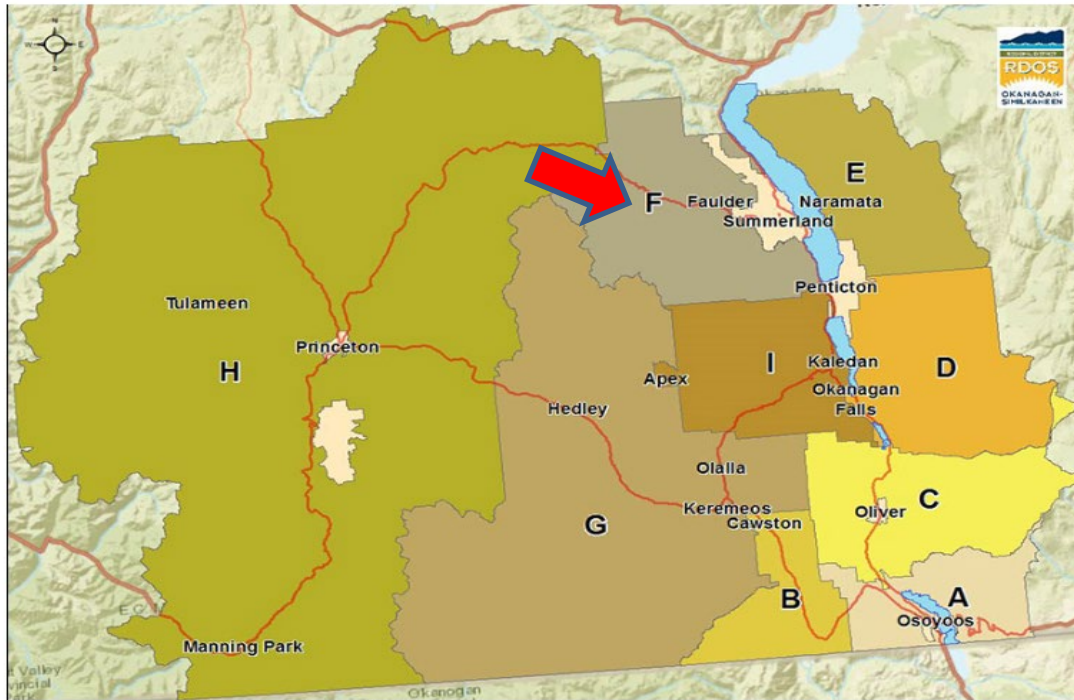
Group	Description
Community Events	Get notified when any RDOS events are happening in your area ie. Town Hall Meetings, Open Houses, Workshops etc.
Curbside Garbage and Recycling Collection	Be informed of changes or concerns to collection of garbage, recycling, yard waste or large items from rural RDOS properties.
Emergency Notifications	Receive Emergency Operations Center (EOC) updates on alerts, orders and rescinds, as well as, information regarding sandbag pick-up locations, Emergency Support Services (ESS) locations, public information meetings and wildfire updates in your area.
Land Use Changes: Applications	Receive notifications on Bylaw Amendment (rezoning) applications in your area. Notifications will include dates for Public Information Meetings, Advisory Planning Commission meetings, and Public Hearings.
Land Use Changes: Projects	Receive notifications for larger projects such as Official Community Plan reviews taking place in your area.
Landfills and Recycling	Find out about programs and changes at all RDOS managed Landfills including Campbell Mountain (Penticton), Oliver, Okanagan Falls and Keremeos Landfills. Also be informed about new recycling programs at landfills and at businesses in the community.
Public Safety Notifications	Alerts or notifications will be issued in the event of a wildlife conflict issue such as: Warning – Bears in your area etc.

3. Scroll further down to the map and click on the electoral area you reside in (if the map is not working, please use the table of links below the map):

How do I sign up?

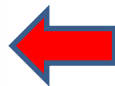
It's easy! Click on your electoral area on the map below, enter your contact information and join!

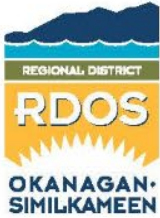
If you are already a member - Login [HERE](#)



If you are experiencing difficulties with the 'Clickable Map', use the links below:

Area A	Area B	Area C
Area D	Area E	Area F
Area G	Area H	Area I





4. Clicking on the electoral area will bring you to the sign up page. Enter your First Name, Last Name and Email. Please note: your phone number is not required to sign up, however, if you do please do not use any hyphens, spaces or brackets ex. 2501231234

Already a member? Log in

[LOGIN HERE](#)

Powered By Regroup

New? Sign Up!

FirstName LastName

Canada Phone Number

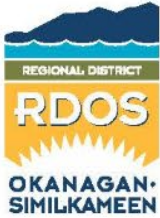
Email

Please select group(s) to join

All Location Groups

Preferred post Language

Receive via: Email Text Voice [Join](#)



5. Click on the pull down menu to select the groups you would like to join. By default, all groups will be selected. Click on the checkmark on the “All Location Groups” to unselect all groups, allowing you to chose only the groups you are interested in joining.

Already a member? **Log in**

[LOGIN HERE](#)

Powered By Regroup

New? [Sign Up!](#)

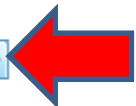
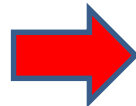
FirstName LastName

Canada Phone Number

Email

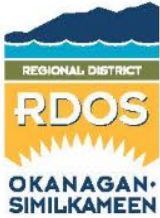
Please select group(s) to join

All Location Groups



- All Location Groups
- West Bench Water System
- Sage Mesa Water System
- Faulder Water System
- Emergency Notifications F
- Transit Route & Scheduling Notificat
- Public Safety Notifications F
- Landfills and Recycling Info F
- Land Use Changes: Projects F
- Land Use Changes: Applications F
- Curbside Garbage and Recycling Col

Voice [Join](#)



6. Select your preferred language.

Already a member? [Log in](#)

[LOGIN HERE](#)

Powered By Regroup

[New? Sign Up!](#)

FirstName

LastName

Canada

Phone Number

Email

Please select group(s) to join

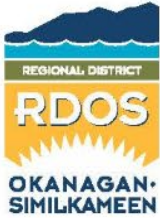
All Location Groups

- Preferred post Language
- Arabic
- Chinese
- English
- French
- German
- Korean
- Portuguese
- Russian
- Spanish
- Vietnamese

Email Text Voice

[Join](#)





7. Ensure you select the methods of how you would like to receive notifications. Please note that only time sensitive Emergency Notifications will be sent via text and voice.

Already a member? **Log in**

[LOGIN HERE](#)

Powered By Regroup

New? Sign Up!

FirstName LastName

Canada Phone Number

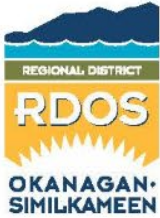
Email

Please select group(s) to join
All Location Groups

Preferred post Language

Receive via: Email Text Voice





8. Click join and you will be brought into the CivicReady System.

Already a member? **Log in**

[LOGIN HERE](#)

Powered By Regroup

New? Sign Up!

FirstName LastName

Canada Phone Number

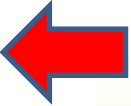
Email

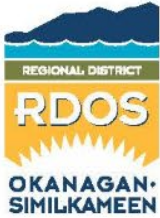
Please select group(s) to join
All Location Groups

Preferred post Language

Receive via: Email Text Voice

[Join](#)





9. You will be sent an email to validate your account.

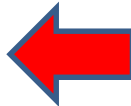


Integrated Software Platform

Hello [Name Here],

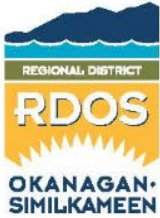
Thank you for signing up on the CivicPlus website. To get started, please validate your account by pressing the validation button, or copy and paste the link below into your browser's address field.

VALIDATE ACCOUNT



<https://account.civicplus.com/identity/ConfirmEmail?Email=thegoodlyffe%40gmail.com&Token=I5K%2f817IiF35pci6Xhvj4rLUzf7RzzS5p7WVs52u3IUa0wQdfhoSqqg7LLEcpBL95Lb%2fFw4DBJLLE59nWh6p4uBxw%2b0aBzzn0I5qm4xeUkW9bIJdbVf%2f0TLISYZMtPpPY05ZI5ypIKMRxAu0N2WZMEP%2f2i5UU%2bt7os390bq%2bc1vR9J0LpMAhGdeHeturVm%2bq>

The above link will expire after 24 hours.



10. Once you have validated your account, you will be prompted to create a password. Once your password meets the requirements of the system, press submit.

The screenshot shows a red-themed web form for resetting a password. At the top center is the CIVICPLUS logo, which consists of two interlocking white shapes. Below the logo is the text 'CIVICPLUS | RESET PASSWORD'. The form contains two input fields: 'Password' and 'Confirm Password', each with a white background and a small eye icon on the right side. To the right of the input fields is a text box with a dark red background and white text providing password requirements. At the bottom left, there is a large red arrow pointing to the right, followed by a 'SUBMIT' button and a 'CANCEL' link.

CIVICPLUS | RESET PASSWORD


Password

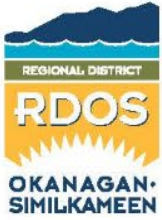
Confirm Password

Your password needs to be sufficiently long and unique to be secure. New passwords cannot match the 4 most recently used passwords. All passwords are compared against a list of more than half a billion passwords from previous data breaches to ensure security. Passwords with up to 128 characters and special characters including spaces are permitted.

Your password must be at least **8 characters** in length and contain characters from **both** of the following categories:

- Numbers
- Letters

 [CANCEL](#)




11. Enter in your email and password to sign in to your account.

A login form for CivicPlus, presented within a large red circle on a light gray background. The form includes a title, input fields for email and password, a "Remember my email address" checkbox, a "SIGN IN" button, and a "FORGOT PASSWORD?" link. At the bottom, it says "POWERED BY" followed by the CivicPlus logo and name.

WELCOME TO
CIVICPLUS

Email Address


Password

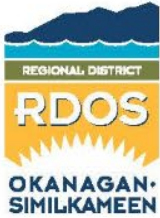


[FORGOT PASSWORD?](#)

Remember my email address

SIGN IN

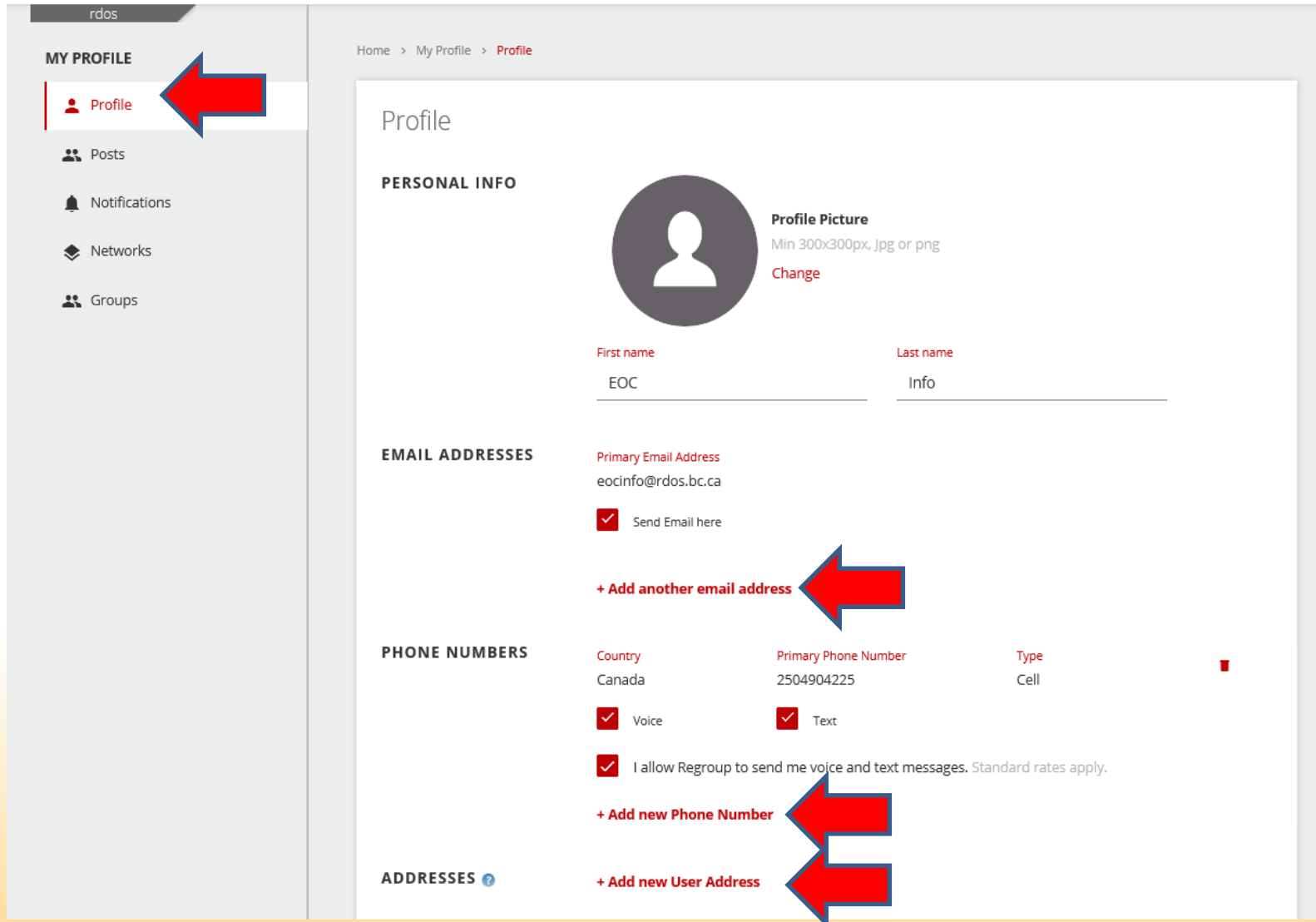
POWERED BY  **CIVICPLUS**



12. Click on Regional District of Okanagan-Similkameen box.

The screenshot displays the CivicPlus interface. At the top, a red header contains the CivicPlus logo and the text 'CIVICPLUS INTEGRATED PLATFORM FOR LOCAL GOVERNMENT'. Below this, two tabs are visible: 'JUSTIE'S PRODUCTS' and 'AVAILABLE PRODUCTS'. The 'AVAILABLE PRODUCTS' tab is active. A product card for the 'Regional District of Okanagan-Similkameen, BC' is highlighted with a red arrow. The card features a logo, the name of the district, and a description: 'Keep your citizens safe with emergency alerts, updates, and mass communications.' At the bottom of the card, it says 'CIVICREADY' with a help icon. The footer of the interface shows the CivicPlus logo and the text 'Powered by CivicPlus'.

13. Once you are logged in to your account, you can add, edit, remove and update your contact information.



rdos

MY PROFILE

- Profile**
- Posts
- Notifications
- Networks
- Groups

Home > My Profile > Profile

Profile

PERSONAL INFO

Profile Picture
Min 300x300px, jpg or png
[Change](#)

First name EOC **Last name** Info

EMAIL ADDRESSES

Primary Email Address
eocinfo@rdos.bc.ca

Send Email here

[+ Add another email address](#)

PHONE NUMBERS

Country	Primary Phone Number	Type
Canada	2504904225	Cell

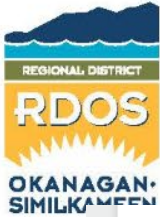
Voice Text

I allow Regroup to send me voice and text messages. Standard rates apply.

[+ Add new Phone Number](#)

ADDRESSES ?

[+ Add new User Address](#)



14. If you no longer want to receive notifications, you can delete your account here.

PHONE NUMBERS

Country	Primary Phone Number	Type
Canada	2504904225	Cell
<input checked="" type="checkbox"/> Voice	<input checked="" type="checkbox"/> Text	
<input checked="" type="checkbox"/> I allow Regroup to send me voice and text messages. Standard rates apply.		

[+ Add new Phone Number](#)

ADDRESSES ?

[+ Add new User Address](#)

PASSWORD

[Reset Password](#)

PREFERENCES

This is a business profile

Message Language

Network Preference

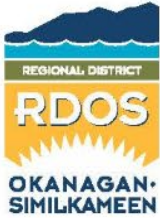
Select Language



Delete my account

Cancel

Save



15. Use the bar on the left-hand side to navigate through your account. Click on Posts to view previously issued notifications.

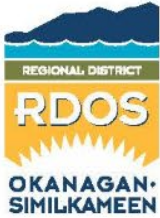
Home > My Profile > Posts

MY PROFILE

- Profile
- Posts**
- Notifications
- Networks
- Groups

All Posts

Post Title	Group Name	Sent	Replies	Method
Tulameen Evacuation Order Rescinded	Emergency Notifications H	05/25/2018	0	
Tulameen Evacuation Order Rescinded	Emergency Notifications RDW	05/25/2018	0	
Evacuation Alert Rescinded Area "H" - Tulameen Area	Emergency Notifications H	05/24/2018	0	
Evacuation Alert Rescinded Area "H" - Tulameen Area	Emergency Notifications RDW	05/24/2018	0	
Evacuation Alert	Emergency Notifications B	05/23/2018	0	
Evacuation Alert	Emergency Notifications RDW	05/23/2018	0	
Evacuation Alert	Emergency Notifications G	05/23/2018	0	
Evacuation Alert Rescinded Area "F" - Faulder area	Emergency Notifications RDW	05/23/2018	0	



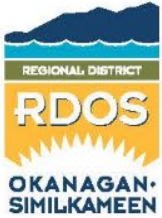
16. Click on Notifications to adjust how you receive messages of groups you are currently in. Please note: only emergency notification groups will use the text and voice functionality.

Home > My Profile > Notifications

Notifications

Group	Members	Email Frequency	SMS	SMS Alerts	Voice Alerts
Community Events F	24	as they're s	<input checked="" type="checkbox"/> On <input type="checkbox"/> Off	<input type="checkbox"/> On	<input type="checkbox"/> On
Curbside Garbage and Recycling Collection F	22	as they're sent	<input type="checkbox"/> On	<input type="checkbox"/> On	<input type="checkbox"/> On
Emergency Notifications F	197	as they're sent	<input type="checkbox"/> Off	<input type="checkbox"/> On	<input type="checkbox"/> Off
Land Use Changes: Applications F	23	as they're sent	<input type="checkbox"/> On	<input type="checkbox"/> On	<input type="checkbox"/> On
Regional Recreation F	38	as they're sent	<input type="checkbox"/> On	<input type="checkbox"/> On	<input type="checkbox"/> On

Cancel Save



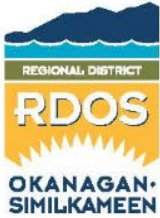
17. On this screen, you can adjust how often you receive emails as well.

Home > My Profile > Notifications

Notifications

Group	Members		SMS	SMS Alerts	Voice Alerts
Community Events F		<div style="border: 1px solid black; padding: 2px;">daily digest weekly digest monthly digest as they're sent None</div>	<input type="checkbox"/> On	<input type="checkbox"/> On	<input type="checkbox"/> On
Curbside Garbage and Recycling Collection F	22	<input type="checkbox"/> as they're sent	<input type="checkbox"/> On	<input type="checkbox"/> On	<input type="checkbox"/> On
Emergency Notifications F	197	<input type="checkbox"/> as they're sent	<input type="checkbox"/> Off	<input type="checkbox"/> On	<input type="checkbox"/> Off
Land Use Changes: Applications F	23	<input type="checkbox"/> as they're sent	<input type="checkbox"/> On	<input type="checkbox"/> On	<input type="checkbox"/> On
Regional Recreation F	38	<input type="checkbox"/> as they're sent	<input type="checkbox"/> On	<input type="checkbox"/> On	<input type="checkbox"/> On

[Cancel](#) [Save](#)



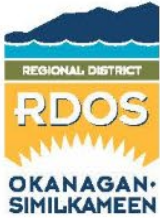
18. On the Groups tab, you can view all groups available to you. If you would like to join that group, simply click “Join”.


Home > My Profile > Groups

Groups

Name	Type	Privacy	Created	Status
Regional Recreation F	Announcement	Public	Jun-14-18 11:32AM	Member
Community Events F	Announcement	Public	Jun-06-18 02:39PM	Member
Curbside Garbage and Recycling Collection F	Announcement	Public	Jun-06-18 02:17PM	Member
Land Use Changes: Applications F	Announcement	Public	Jun-06-18 01:30PM	Member
Land Use Changes: Projects F	Announcement	Public	Jun-06-18 01:07PM	Join
Landfills and Recycling Info F	Announcement	Public	Jun-06-18 12:30PM	Join
Public Safety Notifications F	Announcement	Public	Jun-06-18 11:36AM	Join
Transit Route & Scheduling Notifications F	Announcement	Public	May-31-18 03:25PM	Join
Emergency Notifications F	Announcement	Public	May-07-18 10:29AM	Member
Faulder Water System	Announcement	Public	Mar-05-18 04:11PM	Join


1 2 > Last »



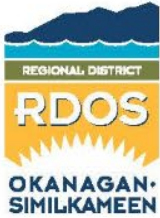
19. On this same tab, you can also leave groups. When you hover your cursor over the group, the  symbol will appear. Click on the symbol and select “Leave Group”

Home > My Profile > Groups

Groups

Name	Type	Privacy	Created	Status
Regional Recreation F	Announcement	Public	Jun-14-18 11:32AM	Member
Community Events F	Announcement	Public	Jun-06-18 02:39PM	Member
Curbside Garbage and Recycling Collection F	Announcement	Public	Jun-06-18 02:17PM	Member
Land Use Changes: Applications F	Announcement	Public	Jun-06-18 01:30PM	Member 
Land Use Changes: Projects F	Announcement	Public	Jun-06-18 01:07PM	Leave Group
Landfills and Recycling Info F	Announcement	Public	Jun-06-18 12:30PM	Join
Public Safety Notifications F	Announcement	Public	Jun-06-18 11:36AM	Join
Transit Route & Scheduling Notifications F	Announcement	Public	May-31-18 03:25PM	Join
Emergency Notifications F	Announcement	Public	May-07-18 10:29AM	Member
Faulder Water System	Announcement	Public	Mar-05-18 04:11PM	Join

1 2 > Last »



Thank you for signing up with CivicReady.

If you are having any issues or have any questions, please do not hesitate to email

info@rdos.bc.ca

or

Call 250-492-0237