

How to get text garbage/recycling pickup notifications in Enotify

1) Login to the Enotify application located here.

<https://itmdapps.milwaukee.gov/Enotify/>

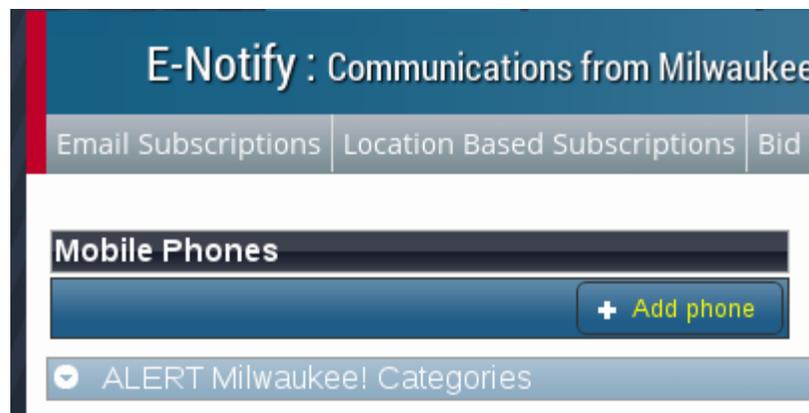
2) Enter your Enotify email address and password to login. Use the “register” link if you haven’t created an Enotify login or use the “forgot password?” link to have your Enotify password sent to you.

3) After logging in, Click on the “Text Messaging” link.



4) If this is your first time visiting this page, you will have to register a mobile phone before you can sign up for the sanitation notifications. If you have already registered a mobile phone you can skip to section #5. Otherwise follow the steps below to register a new mobile phone

- Click the "Add phone" button



- Enter the phone number you want to add along with the mobile carrier information and click the save (disk) icon.

The screenshot shows the 'E-Notify : Communications from Milwaukee' interface. At the top, there are navigation tabs: 'Email Subscriptions', 'Location Based Subscriptions', and 'Bid'. Below this is a 'Mobile Phones' section with a form containing a text input field with the number '4145555555', a dropdown menu set to 'verizon', and two icons (a save icon and a refresh icon). A '+ Add phone' button is located at the bottom right of the form.

- After your mobile phone number has been saved, you should see a message indicating that the phone was successfully inserted and a confirmation code box should appear next to your number. You will have to enter the confirmation code that is sent to your device as an SMS text message. After you receive the confirmation code, enter it into the confirmation code box and click the "confirm" button.

The first screenshot shows the 'E-Notify' interface with a green message: 'Successfully inserted phone '4145555555'. Please enter confirmation code to activate'. Below this, the 'Mobile Phones' section shows the number '4145555555' and a 'confirm' button. A red note box on the right says 'NOTE: Text m... if you change...'. The second screenshot shows the same interface with a green message: 'Phone '4145555555' has been confirmed'. The 'confirm' button is now disabled, and a '+ Add phone' button is visible at the bottom right. The red note box remains on the right.

5) On the Text Messaging page, you should see a section titled “**Sanitation Notifications**”. Click on the title to expand the section.

The screenshot shows the E-Notify website interface. At the top, there is a navigation bar with the following links: Email Subscriptions, Location Based Subscriptions, Bid Subscriptions, Text Messaging, Update Information, and Logout. Below the navigation bar, the page title is "Showing categories for 4145555555". There are two main sections: "Mobile Phones" and "Sanitation Notifications".

Mobile Phones

4145555555 att [edit] [delete]

+ Add phone

Sanitation Notifications

Address

Add Address **Notifications for garbage and recycling pickup days will be sent to you at 6PM prior to the pickup day

NOTE: Text messages can only be sent to the cellular service. If you change cellular service providers -even if you keep your phone number- you must re-register your phone number using your new provider.

6) Click on the **Add Address** button and enter a valid city of Milwaukee address to add a new garbage/recycling pickup notification. (Note: the address has to actually exist before you will be able to save the record. Approximate addresses will not work for this section. If you need to enter a unit number enter it at the end of the address following the # symbol. Address suffixes should be added directly after the house number. Address suggestions are provided as you type and you can select them at any time)

The screenshot shows the "Sanitation Notifications" section with the "Address" input field. The text "809 N Bro" is entered, and a dropdown menu shows the suggestion "809 N BROADWAY". The text "otifications for garbage and recycling" is partially visible below the dropdown.

7) After entering a valid address, click on the disk icon to save the record. A message should appear in the top right that indicates 2 subscriptions were added for the address you entered. One subscription is for garbage, and the other is for recycling.

The screenshot shows the E-Notify website interface. At the top, there is a navigation bar with tabs for "Directory", "Residents", "Business", and "Visitors". A notification in the top right corner states: "Successfully added 2 subscriptions for 809 N BROADWAY". Below the navigation bar, the main heading reads "E-Notify : Communications from Milwaukee City, County, Public Schools, Elected Officials, and Agencies". A secondary navigation bar contains links for "Email Subscriptions", "Location Based Subscriptions", "Bid Subscriptions", "Text Messaging", "Update Information", and "Logout". A green message indicates "Phone '4145555555' has been confirmed". Under the "Mobile Phones" section, a table lists the phone number "4145555555" with the provider "verizon" and edit/delete icons. An "Add phone" button is located below the table. A red note box contains the following text: "NOTE: Text messages can only be sent to the cellular service network providers in the drop down list. If you change cellular service providers -even if you keep your same cell phone number - you must re-register your phone number using your new provider information."

NOTE: You can also sign up for the email alerts for sanitation pickups, follow the “**Location Based Subscriptions**” link in the navigation bar and perform the same steps above on that page. You can delete these subscriptions at any time by clicking on the “x” delete icon located to the right of the address.