

E-Notification 101

eNotification

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Email Address *

Retype Email Address *

First Name *

Last Name *

Calendar

- | | | |
|-------------------------|-----------------------|-----------------|
| Board of Zoning Appeals | City Council Meetings | City Events |
| Community Events | Planning Commission | Public Hearings |
| Recreation | Sanitation | |

Job Posts

- | | | |
|------------------------|----------------------------------|------------------------|
| Engineering | Finance | Human Resources |
| Information Technology | Parks, Recreation, & Leisure ... | Planning & Development |
| Property Maintenance | Public Safety | Sanitation Collection |
| Utilities | | |

News

- | | | |
|------------------------------|----------------------|----------------------------------|
| Breaking News | City Event | City News |
| Comprehensive Plan | Council Meetings | Parks, Recreation, & Leisure ... |
| Planning & Development Ne... | Planning Commission | Public Hearings |
| Public Safety News | Public Services News | The Resource, Stormwater D... |

RFP Posts

- | | | |
|--------------|---------|--------|
| Construction | General | Paving |
|--------------|---------|--------|

E-Notification

- Upon creating an account, website users can pick and choose from a variety of topics we provide.
- Once selected, website users will begin to receive via email any published e-notifications under those topics.



Calendar Categories

Calendar

Calendar Categories

DELETE SELECTED

ADD CALENDAR CATEGORY

Calendar Category Name

Board of Zoning Appeals

City Council Meetings

City Events

Community Events

Planning Commission

Public Hearings

Recreation

Sanitation

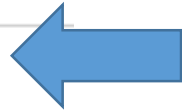
1

DELETE SELECTED

ADD CALENDAR CATEGORY

E-Notification Categories

- Categories are listed under each heading (Calendar, Job Posts, News, RFP Posts).
- Left are the current Calendar Categories.
- There are similar categories under News, Job Posts, and RFP Posts.
- New categories can be added anytime.



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Site Settings My Tasks Site Content Help

Review News

SHOW all options EDIT BACK

38 Special to Headline 31st Annual North Augusta Jack-O-Lantern Jubilee
Two-Day Music and Craft Festival Expected to Bring Large Crowd

Post Date: 09/16/2015 9:56 AM

FOR IMMEDIATE RELEASE
September 16, 2015
Contact: Ashley Hunter
803-665-3676 or ahunter@mckaypublicaffairs.com

38 Special to Headline 31
Two-Day Music an

NORTH AUGUSTA, SC - The City of North Augusta is excited to announce the line up for the 31st annual Jack-O-Lantern Jubilee! On Halloween Weekend, music, food and artists will converge on Georgia Avenue in the heart of downtown North Augusta. This year is the 31st Jubilee in the City and will be a two day event

E-Notification

- To add a post to e-notification, create a news item, calendar event, RFP, or Job Post.
- Click on the “SHOW all options” arrow located to the left of the “Edit” and “Back” buttons.
- This will bring down a drop down menu with additional options.

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Site Settings My Tasks Site Content Help

Review

News Details **Optional News Settings** Workflow & History Archive History

Include in eNotification
 Check this box and select categories

News Categories

<input type="checkbox"/> Breaking News	<input type="checkbox"/> City Event
<input type="checkbox"/> City News	<input type="checkbox"/> Council Meetings
<input type="checkbox"/> Parks, Recreation, & Leisure Ser...	<input type="checkbox"/> Planning & Development News
<input type="checkbox"/> Public Hearings	<input type="checkbox"/> Public Safety News
<input type="checkbox"/> Public Services News	<input type="checkbox"/> The Resource, Stormwater Depa...

Select All

Departments

<input checked="" type="checkbox"/> City Clerk	<input checked="" type="checkbox"/> Economic Development
<input checked="" type="checkbox"/> Engineering	<input checked="" type="checkbox"/> Finance
<input checked="" type="checkbox"/> Human Resources	<input checked="" type="checkbox"/> Information Technology
<input checked="" type="checkbox"/> Parks, Recreation & Leisure Ser...	<input checked="" type="checkbox"/> Planning and Development
<input checked="" type="checkbox"/> Public Safety	<input checked="" type="checkbox"/> Public Services

Select All

HIDE all options EDIT BACK

E-Notification

- Click on the Optional Settings Tab to bring up the eNotification window.
- To include an item in eNotification, simply check the box and select the categories that apply.
- Multiple categories may be checked.
- Departments for which it pertains too may also be specified.

and candy stations throughout the festival on Saturday night! This year's event is sure to have something
On the main stage on Saturday night, Ed Turner and Number 9 will kick off the festivities at 5:30 as the opening act for 38 Special. 38 Special, who has opened for Lynyrd Skynyrd, Hank Williams, Jr, and REO Speedwagon, will take the stage at 8:00 PM!

ONCE COMPLETE, SAVE & PUBLISH!

Website users will be notified of the news, upcoming event, RFP, or job post.

If you would like to add more categories under any of the topics, please let me know.

