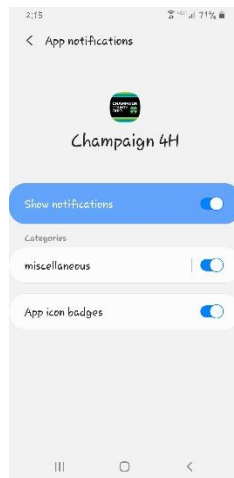# Enabling Notifications in Champaign County 4-H App

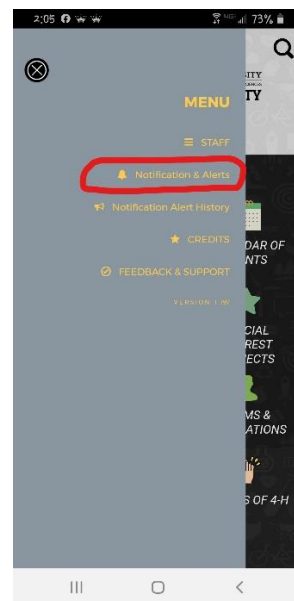We will be using the mobile app to send out notifications to update our members, including show time reminders, news updates, and other "last minute" updates.

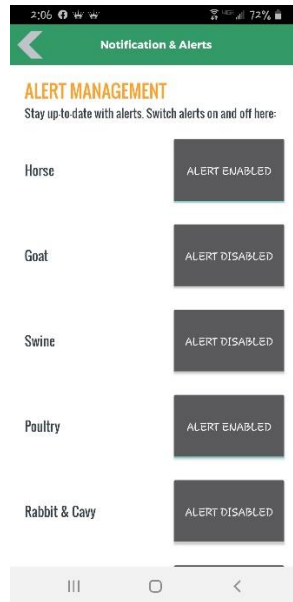Download the Champaign 4H app from your phone/tablet app store.

Once the app has been installed on your phone or tablet, the first step is to ensure the notifications are enabled for this app on your device. Screenshots are Android.
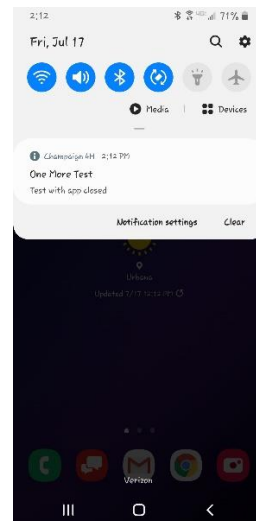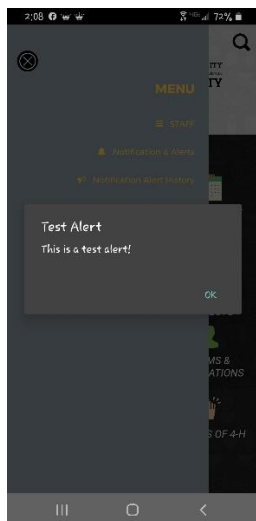
Once the app's notifications are enabled, you can proceed to the app itself to setup your notifications. The next screenshot shows how to access these settings. With the app open, select the menu drop down (circled). You will then see a menu appear, when it does select **Notifications & Alerts** (circled):
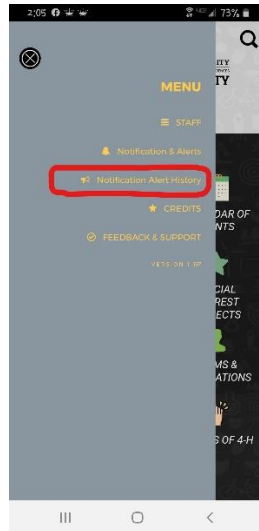
On this screen, you will see all of the notification groups currently available to join. <u>All</u> app users will automatically be added to a default group, called General, not shown in the list. This will allow us to send alerts to all users. Select any specialty groups shown to join and receive more specific, targeted group alerts:

Once you have Enabled any groups listed, you will receive alerts to the default group, as well as the listed groups enabled. The below screenshots reflect what an alert will appear like, first with the app open, and then with the app closed:

Once viewed, there is a way to go back and view alerts previously delivered through the notification history. These alerts may only last for a few days in the history. To access alert history, in the app select the side menu and select **Notification Alert History**:

Testing has shown this feature to work, and also not to work, so you may not see anything listed. This bug has been reported to the app developer.

Refreshing the App

Whenever a change is made to the app through the admin process, an update is pushed out to all members. If you leave your mobile app open all the time, you will not see the update push until you close the app and reopen it. Therefore, it is a good idea to periodically close and reopen the app to ensure you have the latest updates.

Other Notes!

The app is still under final development. Some icons have not been activated as yet. We continue to work with the developer to complete. Here is what is presently available for your use:

- Covid-19 At-Home Activities
- Join Club & Select Project
- Calendar of Events

- News (houses News Blast and other mailings)
- Animal Projects (split out by specie, scroll across the top to see all types)
- Judging & Skillathons (breaks out into their own sections)
- Member Opps (Opportunities – split out by type/level)
- Forms & Applications – member & advisor forms, split out
- Fair Updates – broken out for sections on animal project events, special interest project events, and an overall list split out by activity type
- Social Media – shows Facebook feeds

Final Thoughts

The Fair Updates icon will be undergoing further revisions, as we continue to work on that icon. Expect more sections to be added in the coming days. We will also be using this section to post information including placings. Following that, we will finish up the Special Interest Projects icon and begin on Friends of 4-H. Icon content is subject to change, based on member feedback and need for any updates.

Notification groups are subject to change, based on usage need and member feedback for improvement! We are limited to 10 groups, so this will something we work out together.