

How to subscribe to Town of Stoneham Alert Notifications

1. Click on “Notify Me” button



2. Fill out your email address then click “Sign in”

A registration form titled "Notify Me®" with a dropdown menu for "Available Lists". It contains three numbered instructions: 1. Type your email address in the box and select Sign In. 2. If you want to receive text messages enter your phone number and select Save. 3. To subscribe or unsubscribe click [checkbox] and/or [checkbox] next to the lists to which you wish to subscribe/unsubscribe. Below the instructions is a link "Please sign in to subscribe, unsubscribe, or manage your subscriptions". There is an "Email Address" field with "tyou@stoneham-ma.gov" entered and a "Sign In" button.

3. Check the box that you prefer to receive the notification

“I prefer to receive HTML emails when available”

“I would like to be able to receive text message on my mobile phone”

4. Click “Save” button to continue

A "Your Profile Information" form with a "Sign Out" link. It includes an "Email Address" field with "tyou@stoneham-ma.gov", two checked checkboxes: "I prefer to receive HTML emails when available" and "I would like to be able to receive text messages on my mobile phone", a "Phone Number" field, and a "Save" button. There is also an "Unsubscribe from All Lists" button.

5. Under Alert Center, Click the icon to subscribe

Email icon: Notification by email

Phone icon: Notification by text

An "Alert Center" table with columns for METHOD, LIST NAME, and DESCRIPTION. It lists various town departments with checkboxes for email and phone notifications.

METHOD	LIST NAME	DESCRIPTION
<input type="checkbox"/> <input type="checkbox"/>	Assessor	
<input type="checkbox"/> <input type="checkbox"/>	Building	
<input type="checkbox"/> <input type="checkbox"/>	DPW	
<input type="checkbox"/> <input type="checkbox"/>	Select Board	
<input type="checkbox"/> <input type="checkbox"/>	Town Clerk	
<input type="checkbox"/> <input type="checkbox"/>	Town of Stoneham	
<input type="checkbox"/> <input type="checkbox"/>	Town Planner	
<input type="checkbox"/> <input type="checkbox"/>	Treasurer	



6. Check your email or phone for the confirmation link