The following steps describe how to send a notification on Everbridge via mobile device

Instructions:

1. Download ManageBridge on your mobile device.
2. Select the organization admin.
3. Choose notification template if one is available. (replace with steps 4 & 5 if this is the case)
4. Select the message type and priority. Write the title and body of message.
Instructions:

5. Select Contacts

6. Review and/or change the settings

7. Send notification

8. If a user is unable to send a notification via phone app or browser, they can contact the Everbridge Operator by calling 1-877-220-4911. Everbridge operators are available 24 hours x 7 days a week x 365 days a year.

Global Direct Emergency +1 818-230-9797
U.S. & Canada Toll-Free Emergency 877-220-4911
United Kingdom Toll-Free Emergency 0800-098-8273
Germany Toll-Free Emergency 0800-181-9027
France Toll-Free Emergency 0-805-08-06-13
Spain Toll-Free Emergency 900-83-88-75