# IMX Connect

WEBEOC APP (CONNECTING YOUR PHONE TO WEBEOC)

VERSION 01 (2017)

**COLORADO**
**Division of Homeland Security & Emergency Management**
Department of Public Safety

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# IMX Connect

## 1- OVERVIEW

 *IMX Connect* is a free, easy-to-use application that allows receipt of WebEOC notifications on your mobile device as well as instant access to WebEOC, ensuring connectivity with your organization, incidents in your region, and emergency response efforts.

Depending on the app's configuration, the notifications you receive may include incident alerts, status updates, announcements, and/or location updates.

## 2- CONFIGURING YOUR ACCOUNT

To begin using *IMX Connect*, you must connect your WebEOC account to the application. To do so, you must have a valid WebEOC username and password. Though you can add an account for each WebEOC system to which you have access, you must specify a different URL and credentials for each account you add.

Only one user account should be configured for each WebEOC system on a given device. Multiple positions can be configured for each WebEOC system if necessary.

### 2.1- CONFIGURE YOUR ACCOUNT

**Step 1:** Download the "IMX Connect" app on your smartphone (App Store (iPhones) or Google Play Store (Android Phones). Open the *IMX Connect* application.

**Step 2:** For **Display Name**, enter a name of your choosing for the account. (Any Name)

**Step 3:** For **URL**, enter the full URL for your instance of WebEOC (the URL used to log into WebEOC directly).

**Note**: URL*:  https://webeoc.colorado.gov/eoc7/

**Step 4:** Keep the **Active Directory** toggle to the right (Off).
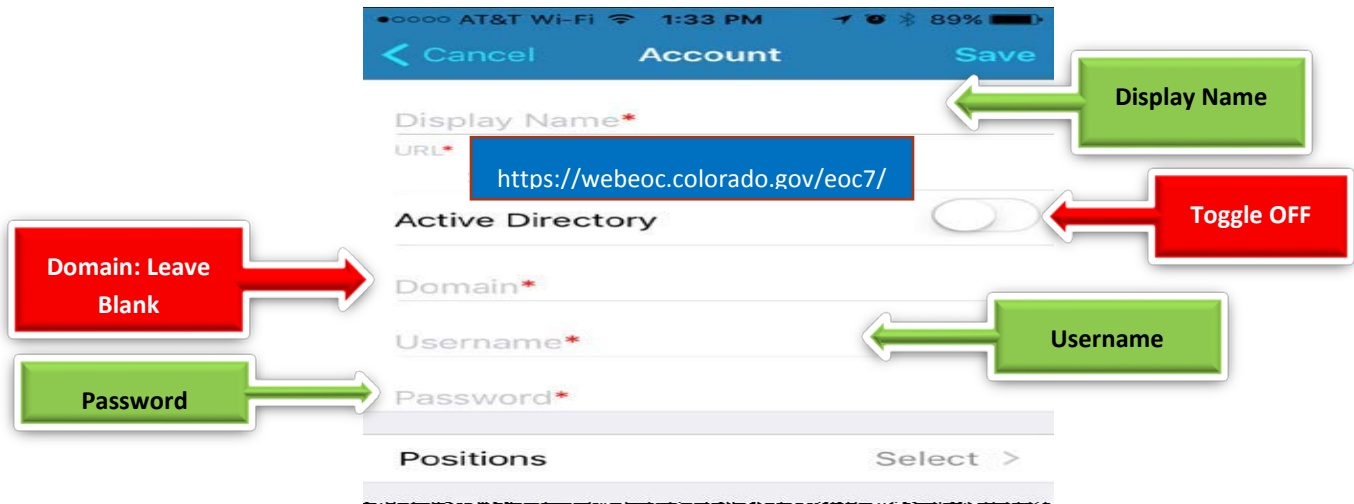


**Step 5:** Domain: Don't enter any information here.

**Step 6: Username:** Enter your Username that you use to login WebEOC.

**Step 7: Password:** Enter the password that you use to login WebEOC.

**Step 8:** Tap each position you want to enable, and then tap "**Done"**.

**Step 9:** In the Upper right corner, tap "**SAVE**"

Once you successfully set up your I*MX Connect* account, you are logged in to the app. As a result, you do not have to log in each time you open *IMX Connect*, nor do you need to log in to WebEOC when you access the system from within the app.

## 3- MANAGE YOUR ACCOUNT

**Step 1:** Open the *IMX Connect* app.

**Step 2:** In the upper right corner, tap **Edit**. A delete icon appears to the left of the account name.
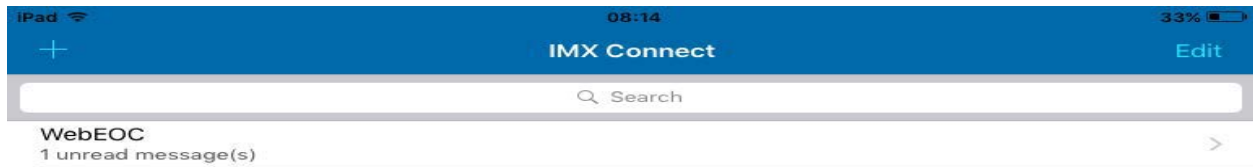
**Step 3:** To edit the account, tap the name of the account. On the Account screen, make any necessary changes. In the upper right corner, click "SAVE".



**Step 4:** To delete the account, tap the delete icon and then click "**Delete"**.

**Step 5:** In the upper right corner, tap "**Done"**.

# 4- NOTIFICATIONS

When *IMX Connect* receives new notifications, your device may issue a sound prompt, open a pop-up box, and/or display a banner for a brief time at the top of the device's screen.

To view the notifications and their associated details, follow the procedure outlined below.
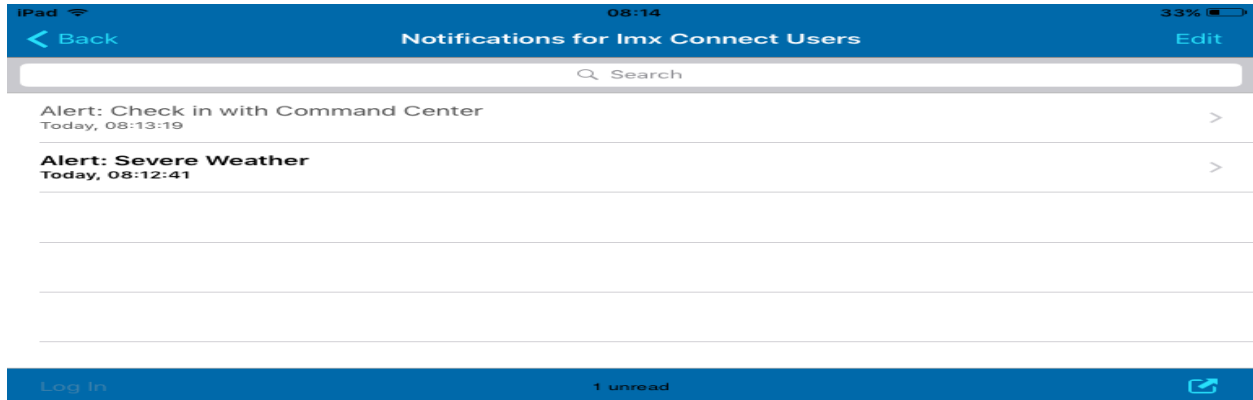
## 4.1- VIEW NOTIFICATIONS

**Step1:** Open the *IMX Connect* app and tap the applicable account. A list of positions opens that indicates the number of unread messages for each.
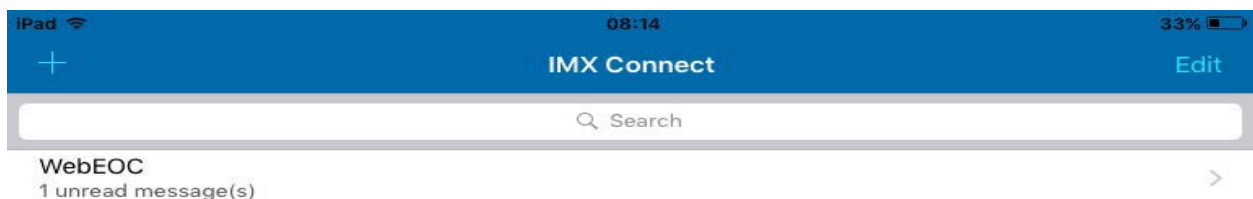
**Step 2**: Tap the appropriate position. A list of notifications for the selected position opens.

**Note:** If only one position is configured for the selected account, the app will automatically skip the list of positions step.



*Tip*: *To search for a notification, tap in the "**Search**" field and enter all or part of the notification's description. To narrow your search by only those notifications which you have not viewed, tap the "**unread**" option.*
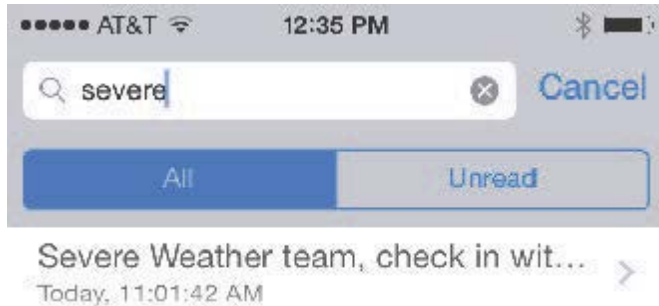


**Step 3:** Tap the notification. The *Details* screen opens. When connected, this screen displays the actual view in WebEOC and allows you to interact with the record to view relevant data and make updates when applicable.
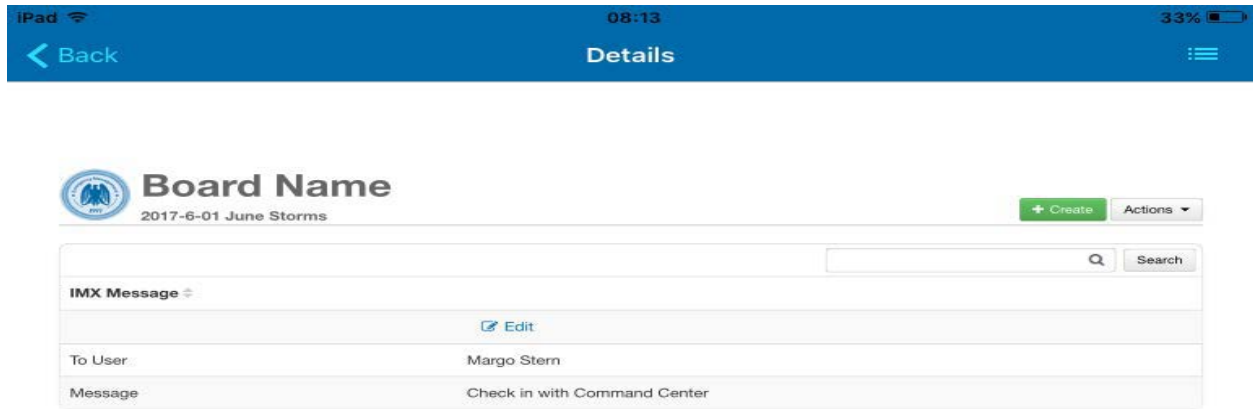
**Step 4:** To view details apart from the display view, in the upper right corner, tap the menu icon. The details are listed strictly as text and no longer listed within a board view. If your device is in an offline state, you are taken to this view automatically.

**Step 5:** To return to the list of notifications, in the upper left corner, tap "**Back**".

# 5- ACCESS WEBEOC

From within *IMX Connect*, you can access the full WebEOC application using the new window icon found on the position's notifications page. This capability allows you to quickly log in to WebEOC without requiring you to enter your username and password each time you log in.

# 6- REFERENCES

Intermedix WebEOC (2017). WebEOC Getting Started with IMX Connect