xmatters
AN EVERBRIDGE COMPANY

Mobile App Quick Start Guide

So, you've downloaded the xMatters app (available from **Google Play** or the **App Store**) and now you're wondering, "What's next?" Here's a quick step-by-step guide to help you get started!

Wait, what's in it for me?

› Manage your devices and schedule right from the app – no need to log in to the web UI.

› Biometric login options make it easier and quicker for you to get into the app.

› Need a break? Set up temporary absences/replacements when you're on the go.

› Respond instantly and add comments to active alerts.

› Create on-call reminders so you're always ready for your next shift.

› Take control of your incidents: send messages, manage active events, quickly connect to your teams, and much, much more.

1. Log in

Log in using your company instance name and credentials provided to you by your supervisor, (or, if you have access to the web UI, you can use the **QR Code** displayed when you add the app as a device to your profile).
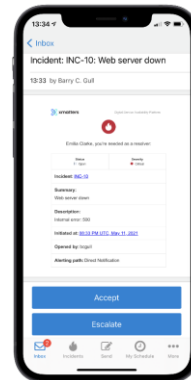
2. Receive notifications

Alerts are stored in your **Inbox**. When you receive a notification, the icon indicates the status of the alert, and if you have responded.
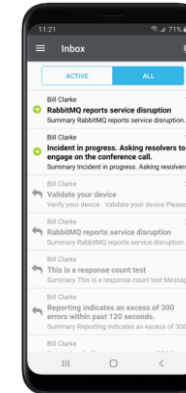
3. Respond to alerts

Open a notification to see more information and details about an alert. Tap a choice to respond - and even add a comment if you want to give more context.

4. Check your schedule

Easily check your on-call schedule and even set temporary absences through the xMatters mobile app. Just tap **My Schedule** to view a list of upcoming shifts or a monthly overview.
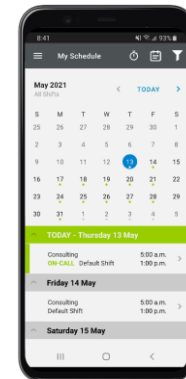
For a more detailed look at all the xMatters mobile app features, check out our **complete guide for new users**.