

RedSky MyE911 User Guide

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MyE911 Introduction

The **RedSky MyE911** application automatically detects when a user moves within the enterprise or while working remotely, then validates and updates your emergency location in real-time. MyE911 helps protect you when dialing 911 on a softphone by providing the **Public Safety Answering Point (PSAP)** with accurate location information, allowing for a timely emergency response. In the event of an emergency, every second counts.

MyE911 works with any softphone running on Windows or MAC devices. It is an enhanced feature of **E911 Anywhere**, the RedSky cloud-based call routing solution. E911 Anywhere is powered by a highly scalable redundant architecture. E911 Anywhere offers fail-over protection and will answer your 911 call 24/7 with its **Emergency Relay Center (ERC)**.



MyE911 Windows

Installation

Requirements

To ensure proper functionality of the MyE911 Client application, the following conditions must be met:

- A MyE911 client user must be pre-provisioned in RedSky's Horizon Mobility Portal by an Organization Administrator.
- Organization Administrator must send the installation link and the RedSky Horizon Mobility Host URL to all softphone users downloading the MyE911 client to their devices.
- The installer must be run on Microsoft Windows 10 or higher.

Installation Steps

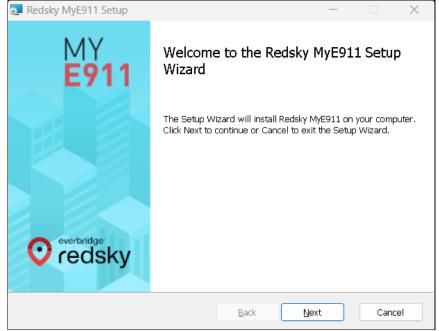
 Organization Administrators should download the MyE911 client installer directly from the E911 Anywhere/Horizon Mobility portal by navigating to the Client Installers page and downloading the appropriate installers. Organization Administrators can also use the Copy Link option to paste the appropriate download links into an email to softphone users. This will allow them to download/install the MyE911 client onto their own devices.

| Client Ins | staller Dov | vnloads | | | | System |
|------------|-------------|-----------------------|---------|--------|----------|-----------|
| Client | Version | Release Date | OS | Size | Download | Copy Link |
| EON | 4.12.0 | March 27th 2024 | Windows | 102 MB | 0 | |
| MyE911 | 4.12.9 | February 14th 2024 | Windows | 57 MB | 0 | |
| MyE911 | 5.0.3 | March 20th 2024 | macOS | 3 MB | 0 | |

2. To download the E911 application onto your device, click on the download link provided via an email from your Organization Administrator and download the installer.



3. Open the installer and begin the installation process.



4. In the **Settings** pop-up specify the **Host** provided to you by your Organization Administrator. If you did not receive a Host URL via email, you should contact your Organization Administrator.

| M Settings | - 🗆 X |
|-------------------|--|
| MY E911 | Host https://anywhere.e911cloud.com |
| | Monitor Frequency (Seconds) |
| | Log Configuration |
| | Enable/Disable LLDP |
| | LLDP Timeout (Seconds) |
| | Save Cancel |

 The Organization Administrator should provide this information to all softphone users who will download the MyE911 application onto their own devices.



- 5. If you will be using a wired network connection, you should ensure that you enable LLDP Network Discovery at the time of installation. This functionality is off by default.
- 6. Specify a destination folder (optional) and click Next.
- 7. Click Install.
- 8. After installation you will see a **Device registration** pop-up from the MyE911 Client. Enter your email address then click **Send**.
 - The email address with which you register your device must match the same email address that your Organization Administrator provisioned in the Horizon Mobility portal.
- 9. You will then be emailed a verification code. Note that this email may arrive in your spam folder.
- 10. Enter the verification code into the **Device Registration** pop-up.
- 11. Once your device is verified you should receive a Windows notification saying that your device has been activated.
- 12. If the user uninstalls MyE911, the below warning will appear before the uninstallation:

| 🔁 Uninstall Redsky MyE911 | | _ | | \times |
|---------------------------|--|--|---|----------|
| MY E911 | If you uninstall the MyE911 application longer sent to an emergency respons 9-1-1. You acknowledge it is your responsib information properly in the event your Additionally, there may be delays in c emergency response center while the location information. | e center up ility to comr r dial 9-1-1. onnecting y | on dialing municate th rou to the | nis |
| everbridge redsky | Are you sure you want to uninstall My | Æ911? | | |
| | Unir | istall | Canc | el |

Updates

When the MyE911 application has available updates, a yellow bar will appear at the top of the **My Locations** page of the MyE911 Web User Interface (UI), as well as alert the user via a Windows Notification.



A new version of MyE911 is available. Click here to download



My Location

Once a user installs the MyE911 application, it should automatically begin working in the background. If the user's company has provisioned corporate locations, MyE911 will automatically detect their location as they move. However, the MyE911 application will prompt the user to input their current location if it does not recognize where they are, either because they are off-premise or in a nonprovisioned corporate location.

Setting Current Location

- 1. Launch the MyE911 Client application. This can be done by right-clicking the MyE911 icon that appears in the user's taskbar, or toolbar.
 - a. If the user right-clicks the icon the following options appear:
 - **Open** opens the MyE911 Web User Interface (UI) in your default browser
 - Snooze snooze location input prompts for up to 24 hours
 - Settings edit settings for MyE911
 - About MyE911 application information
 - Exit exit the application; however, if you exit out of MyE911 your location will no longer be sent to an emergency response center upon dialing 9-1-1
- 2. If the MyE911 application cannot determine your location, the MyE911 application will open the MyE911 Web UI, via your default browser, prompting you to select your **Current Location**.

| <u>jea te celect jea</u> | Current Ecoution | | |
|---------------------------------|--|---|--|
| oredsky | Welcome to MyE911. | | |
| MY LOCATION MANAGE LOCATIONS | We don't know where y Location Type: ??? Location Address: ??? Location Information information: ??? Organization Name: | you are! | |
| USER DETAILS HELP | to your current location should you happe If you'd like to update your current locatic create a new location and set it as curren WARNING: If you chose not to update you | on, please search for a location below and select it or | |
| | Let's find you Start entering in an address or name of locati | Add Location and Set as Current | |

- 3. Enter the address or location name of your **Current Location**. The drop-down will auto-populate with a list of locations or addresses that closely match the information you've input. The locations can be:
 - a. **Corporate Locations** locations that have been provisioned by your Administrator for your company. These will have a building icon.



b. **Personal Locations** – locations that you have previously added via the MyE911 web UI. These will have a house icon.

| et's find you | Add Location and Set as Current | |
|----------------------------------|---------------------------------|--|
| s | | |
| Los Angeles, CA 90012 | | |
| CA 90720 Latitude: Longitude: | | |
| ♥ CA 90012 | | |
| Los Angeles, CA 90012 | b | |

4. Select the location that best describes where you are physically located at the moment,

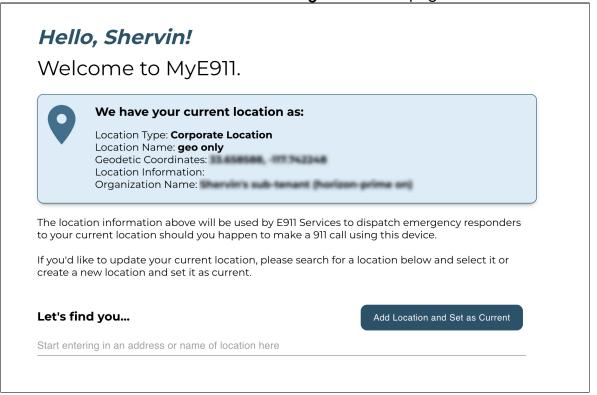
and this will be set as your **Current Location**. The **My Location** page will display a green

success alert with information about your Current Location.

| | Success! Your current location has been updated to: |
|----------------------|---|
| \oslash | Location Type: Corporate Location Location Name: geo only Geodetic Coordinates: Location Information: Organization Name: |
| your cu you'd lik | on information above will be used by E911 Services to dispatch emergency responders rrent location should you happen to make a 911 call using this device. e to update your current location, please search for a location below and select it or ew location and set it as current. |
| | |



5. You can always open the MyE911 web UI and view the **My Location** page to ensure that MyE911 has correctly detected your Current Location. You can also view this information from the **Manage Locations** page.





Adding a Personal Location and Setting It to Your Current Location

- 1. You can create new **Personal Locations** and set them to be your Current Location. There are two ways to accomplish this from the **My Locations** page:
 - a. You can start entering an address in the available search field; preferably one that does not already correlate to a pre-existing Corporate or Personal Location. A drop-down will appear displaying a list of possible address matches that already exist in the system. If you select one of these addresses you will be presented with an Add Location form where you can supply a name and additional, detailed, information about their exact location.

| _et's f | find you | Add Location and Set as Current | | |
|----------|--|---------------------------------|--|--|
| | geo only Latitude: Longitude: | | | |
| 9 | 103 E Georgetown St, Latitude: Longitude: | | | |
| Q | 702 George St, Latitude: Longitude: | | | |
| 0 | 110 George Cir, Latitude: Longitude: | | | |

- b. You can also simply click on the **Add Location and Set as Current** button and enter the address directly via the **Add Location** form.
- 2. The **Add Location** form allows you to supply the needed information in order to save an address as a Personal Location (See image below). You will need to provide the following:
 - a. Location Name a name that identifies the personal location (should not be the same name as other Personal Locations you may have)
 - b. Address civic address for the location
 - c. Location Information granular location information such as room, floor, suite, etc. This is technically the "dispatchable location" where

emergency services will look for you.

| *Location Name | ă. |
|---|---------------------------------|
| Examples: Home, Cubicle, XYZ Cafe | |
| *Address | |
| Example: 1234 1/2 N Main St, Metropolis, IL 12345 | |
| | Alternate Address View |
| Location Information | 6 |
| Examples: Apt 657, 1st Floor, Unit 1500 | |
| Cancel | Add and Set as Current Location |

3. Click the **Add and Set as Current Location** button to save the location as a **Personal Location** for future use, and set it as your **Current Location**.



Invalid Address

If you attempt to add a location that contains an invalid address, or one that cannot be validated, the below error prompt will appear in the **Add Location** form. The address should be corrected, and the form re-submitted.

| Add Location | | |
|--|------------|---------------------------------|
| | | |
| ~ *Location Name — | | |
| My Location | | <u>ا</u> |
| Examples: Home, Cubicle, XYZ Cafe | | |
| Address ——————————————————————————————————— | | |
| 111 This Place, Here, IL 60001 | | |
| The address provided is not properly formatted. Example: 1234 1/2 N Main St, Metropolis, IL 12345 | \searrow | |
| | | Alternate Address View |
| - Location Information | | |
| 1st Floor | | 0 |
| Examples: Apt 657, 1st Floor, Unit 1500 | | |
| | | |
| Cancel | | Add and Set as Current Location |



Manage Locations

You can view all locations (**Corporate** or **Personal**) available to you from the **Manage Location** page. Corporate Locations are notated with a building icon. Personal Locations are notated with a house icon.

| ilter by | / address | s or name Q | | | tion Type ocations |
|----------|-----------|--------------|---|------|-----------------------|
| | | Name | Address / Geodetic Coordinates | Info | |
| 0 | | aaa location | 333 N Michigan Awe, Chicago, L. 60607 | | |
| 0 | | bbb location | 333 N Michigan Aut, Chicago, S. 60607 | | |
| 0 | | ссс | 333 N Michigan Ave, Chicago, K. 60607 | | |
| 0 | | corp loc | 627 Permater Dr. Downingtown, Ini 1923 | | |
| 0 | | ddd | 333 N Michigan Ave, Chicago, IL 60601 | | |
| 0 | | eee | 222 N. Michigan Aut, Chicago, K. 60607 | | |
| 0 | | fdsjjlaw | 203 Park Ln, Athenion, CA 94027 | | |
| ۲ | | geo only | 33458588, 077%22%8 | | |

You can filter locations to show only Corporate Locations, only Personal Locations, or both.

| Personal Locations |
|---------------------|
| Corporate Locations |
| All Locations |
| |



You can set your **Current Location**, as well as edit and delete **Personal Locations** from this page. You cannot edit or delete Corporate Locations, which is why the edit and delete icons are not available for Corporate Locations.

Setting Current Location from Manage Locations Page

Users can set their current location to a Personal or Corporate Location from the **Manage Locations** page by clicking on the associated radio button.

If you would like to change your Current Location from the **Manage Locations** page, select the radio button to the left of one of the locations listed.

| | Mar | nage | e Locations | | | |
|--------|-----------------|------------|----------------------|---|------|--|
| | Filter by | address | s or name Q | Location Type All Locations | • | |
| | | | Name | ▲ Address / Geodetic Coordinates | Info | |
| | 0 | | aaa location | 333 Ni Michigan Aut, Chicago, S. 60607 | | |
| Set th | is as your curr | ent locati | ion. Dob location | 333 Ni Michigan Awe, Chicago, K. 60607 | | |
| | 0 | | ссс | 1111 Ni Michigan Aun, Chicago, S. 60607 | | |
| | 0 | | corp loc | 627 Parimatar Dr. Downingtown, Ink 19035 | | |
| | 0 | | ddd | 222 No Michigan Awe, Chicago, S. 80807 | | |
| | 0 | | eee | 333 Ni Michigan Awe, Chicago, K. 60607 | | |
| | 0 | | fdsjjlaw | 23 Park LA, Atherton, CA 94027 | | |
| | ۲ | | geo only | 33.454546, -077%2348 | | |
| | 0 | A | loc 1 | 1306 Anast, Irvine, CA 52678 | 9 🕯 | |

You will be prompted when you have successfully updated your Current Location.

| Success! |
|--|
| The location "Huddle Room 1" was successfully set as your current location. You can view this on the 'My Location' page. |
| Close |



Edit Personal Location

You can only edit **Personal Locations**, indicated by a **house** icon next to the location's name.

To edit a Personal Location:

1. Click the **Edit** icon associated with the desired Personal Location.



2. The Edit Location form will appear. You can edit Location Name, Address, and Location Information.

| Edit Location | |
|---|------------------------|
| - *Location Name | |
| Home | |
| Examples: Home, Cubicle, XYZ Cafe | |
| - *Address | |
| 123 This Ave, This Place, IL 60000 | |
| Example: 1234 1/2 N Main St, Metropolis, IL 12345 | |
| | Alternate Address View |
| C Location Information | |
| 1st floor | 0 |
| Examples: Apt 657, 1st Floor, Unit 1500 | |
| | |
| Cancel | Save |

3. Click the **Save** button to update the Personal Location.



Delete Personal Location

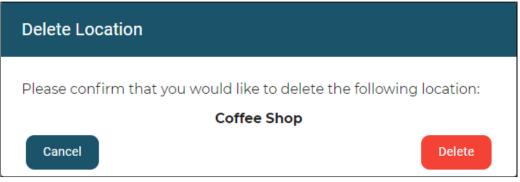
You can only delete **Personal Locations,** indicated by a **house** icon next to the location's name.

To delete a Personal Location:

1. Click on the associated **delete** icon for the Personal Location in question. Manage Locations

| ilter by | address | or name Q | | Location Typ All Locations | |
|----------|---------|----------------|---|-------------------------------|----------|
| | | Name | Address | Info | |
| 0 | | Huddle Room 1 | 333 N Some Ave, Somewhere, IL 60610 | NW side of suite | |
| 0 | | Someone's Cube | 333 N Some Ave, Somewhere, IL 60610 | 16th fl SE side | |
| ۲ | A | Home | 123 This Ave, This Place, IL 60000 | 1st floor | ? |
| 0 | A | Coffee Shop | 1776 Main St, Somewheresville, IL 11111 | Suite 1776 | 9 |
| | Previo | ous Page | e 1 of 1 20 | rows 🗸 | Next |

2. The **Delete Location** confirmation box will appear. Select **Delete** to delete the location.



NOTE: You cannot delete a location that is set as your Current Location.



MyE911 "Lite"

Users can also authenticate themselves and access MyE911 without needing to install the MyE911 Client. Using MyE911 without the client is considered the MyE911 "Lite" version. Users will access the MyE911 UI directly via their web browser to initially set their address, and revisit if their location and/or address changes.

The significant difference between using the MyE911 "Lite" version and the locally installed MyE911 Client is that MyE911 "Lite" users must manually update their current location for 9-1-1 calls whenever move to a new location. With the MyE911 Client installed, MyE911 will keep automatically setting the user's location to known places the user has entered previously, or that have been set up by their Administrator.



User Authentication

- 1. Navigate to the MyE911 "Lite" landing page (provided by your Administrator).
- 2. Enter the email address that was used to create the User account.

| | e911 |
|-------|---|
| | Welcome to MyE911® |
| Ple | ease enter your email address to get started. |
| Email | |
| | |
| | |
| | |

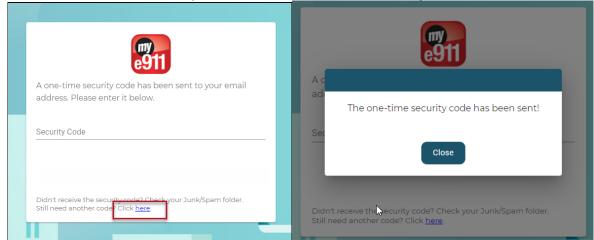
3. Enter the one-time security code that was sent to the associated email account. The one-time security code will expire after 24 hours.

| | (III) |
|----|--|
| | egn |
| | ne-time security code has been sent to your email ress. Please enter it below. |
| Se | curity Code |
| | SUBMIT |
| Di | dn't receive the security code? Check your Junk/Spam folder. ill need another code? Click here. |

4. Users of MyE911 "Lite" will be prompted to reauthenticate after 60 minutes.



5. Users will have the ability to resend a one-time security code.



6. Once authenticated, Users will be directed to the **My Location** page like they would via the MyE911 Client.



MyE911 macOS

Installation

Requirements

To ensure proper functionality of the MyE911 Client application, the following conditions must

be met:

- A MyE911 client user must be pre-provisioned in RedSky's Portal by an Organization Administrator.
- Organization Administrator must send the download link for the MyE911 application and the
- RedSky Horizon Mobility Portal URL or "Host URL" to all softphone users that will be downloading the MyE911 client onto their device.
- JAVA 11 or higher is required to properly upgrade the application, or a machine running version 10.13 of macOS.

Installation Steps

1. Organization Administrators should download the MyE911 client installer directly from

the E911 Anywhere/Horizon Mobility portal by navigating to the **Client Installers** page

and downloading the appropriate installers. Organization Administrators can also use the

Copy Link button to paste the appropriate download links into an email to softphone users.

This will allow them to download/install the MyE911 client onto their own devices.

| Client | Client Installer Downloads Acme, Inc - | | | | | |
|--------|--|-----------------|----------|--------|----------|-----------|
| Client | Version | Release Date | OS | Size | Download | Copy Link |
| EON | 4.1.0 | March 5th 2020 | Windows | 109 MB | ٥ | |
| MyE911 | 4.4.0 | April 15th 2020 | Windows | 233 MB | 0 | • |
| MyE911 | 4.4.0 | April 15th 2020 | Mac OS X | 163 MB | ٥ | • |



- 2. To download the E911 application onto your own device, click on the download link provided via an email from your Organization Administrator and download the installer.
- 3. Drag and drop the MyE911 application into your Applications folder.



4. MyE911 will prompt for Location Services, which should be allowed. If "Don't Allow" is selected, network data such as BSSID will not be able to be collected and used by MyE911.

If **Don't Allow** was clicked by mistake, we need to enable location services manually. To do this:

- a. Click on the **Apple logo** in the top-left corner, then select **System Preferences**.
- b. Select Security & Privacy.
- c. From the left panel select Location Services.
- d. You might need to click on the **lock icon** at the bottom of this dialog to make changes.
- e. From the right panel, make sure **Enable Location Services** is checked.
- f. From the list of apps in the right panel, look for the MyE911 app and add the checkmark.
- g. Close the dialog.



5. MyE911 will prompt for **Documents Folder Access**, which should be allowed. This is used for logging the MyE911 activity in case any errors occur and troubleshooting is needed.

If **Don't Allow** was clicked by mistake, we need to enable access manually. To do this:

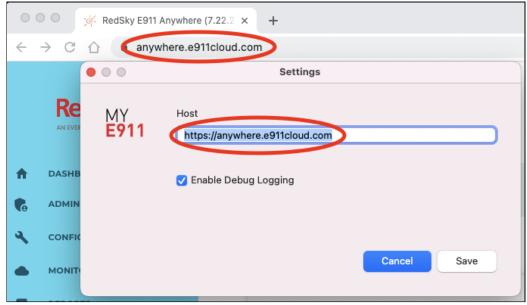


- a. Click on the **Apple logo** on the top-left corner, then select System Preferences.
- b. Now click on Security & Privacy.
- c. From the left panel select Files and Folders.
- d. You might need to click on the **lock icon** at the bottom of this dialog to make changes
- e. From the right panel, scroll down to the MyE911 entry.
- f. Make sure the **Documents Folder** is checked under MyE911.
- g. Close the dialog.



Logs are disabled by default, to enable logging in the MyE911 app. Please refer Log_Files to enable logging.

- 6. In the **Settings** pop-up, specify the "Host" provided to you by your Organization Administrator. If you did not receive a Host URL via email, you should contact your Organization Administrator.
 - NOTE: The Organization Administrator should provide this information to all softphone users that will download the MyE911 application onto their own device.



7. Specify a destination folder (optional) and click Next.



- 8. Click Install.
- 9. After installation you will see a **Device registration** pop-up from the MyE911 Client. Enter your email address then click **Send**.
 - NOTE: The email address with which you register your device must match the same email address that your Organization Administrator provisioned in the Horizon Mobility portal.

| | Device registration |
|-------------------|---|
| MY E911 | Email Host https://primelabqa.e911cloud.com Send |

10. You should receive an email with a verification code. Note that this email may arrive in your Spam folder.

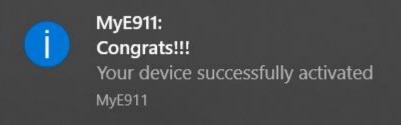
| Redsky MyE911 Device Verification | | | | | |
|--|---|--|--|--|--|
| verification@e911cloud.com To | | | | | |
| (i) Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message | 1 | | | | |
| Your RedSky MyE911 verification code is | | | | | |
| This code expires at Fri Oct 30 17:44:12 GMT 2020 | | | | | |

11. Enter the verification code into the **Device Registration** popup.

| • • • | Device registration | |
|-------------------|---------------------------|--|
| MY E911 | Enter verification code | |
| L/11 | Registration request sent | |
| | Retry Verify | |
| | | |



12. Once your device is verified you should receive a macOS notification telling you that your device has been activated.



13. If the user uninstalls MyE911, the below warning will appear before the final uninstallation.

| | WARNING!!! | | |
|-------------------|--|--|--|
| MY E911 | If you close MyE911, your location will no longer be sent to an emergency response center upon dialing 9-1-1. | | |
| | You acknowledge it is your responsibility to communicate this information properly in the event you dial 9–1–1. | | |
| | Additionally, there may be delays in connecting you to the emergency response center while the operator validates your location information. | | |
| | Are you sure you want to close MyE911? | | |
| | Cancel Yes | | |

NOTE: In order to enable LLDP capabilities, a script is needed to run with root user privileges.

To enable LLDP, open the terminal and run the following command sudo: / Applications/MyE911.app/Contents/Resources/scripts/mye911-lldp-install.sh \$USER

To **disable LLDP** permissions, use the following command sudo: / Applications/MyE911.app/Contents/Resources/scripts/mye911-lldpuninstall.sh



Updates

When the MyE911 application has available updates, a yellow bar will appear at the top of the **My Locations** page of the MyE911 Web User Interface, as well as alert the user via a macOS Notification.

• A new version of MyE911 is available. Click here to download



My Location

Once a user installs the MyE911 application, it should automatically begin working in the background. If the user's company has provisioned corporate locations, MyE911 will automatically detect their location as they move. However, the MyE911 application will prompt the user to input their current location if it does not recognize where they are, either because they are off-premises or are in a nonprovisioned corporate location.



Setting Current Location

To set your Current Location:

- 1. Launch the MyE911 Client application. This can be done by right-clicking the MyE911 icon that appears in your device's taskbar or toolbar.
 - If the user right-clicks the icon, the following options appear:
 - **Open** opens the MyE911Web User Interface (UI) in your default browser.
 - **Snooze** snooze location input prompts for up to 24 hours.
 - Settings edit settings for MyE911.
 - About provides MyE911 application information.
 - Exit exit the application; however, if you exit out of MyE911 your location will no longer be sent to an emergency response center upon dialing 9-1-1.
- 2. If the MyE911 application cannot determine your location, the MyE911 application will open the MyE911 Web UI via your default browser, prompting you to select your **Current Location**.
- 3. Enter the address or location name of your **Current Location**. The drop-down will auto-populate with a list of locations or addresses that closely match the information you've input. The locations can be:
 - **Corporate Locations** locations that have been provisioned by your Administrator for your company. These will have a **building** icon.
 - **Personal Locations** locations that you have previously added via the MyE911 web UI. These will have a **house** icon.

| Let's find you | Add Location and Set as Current |
|--|---------------------------------|
| geo | |
| geo only Latitude: Longitude: | |
| 103 E Georgetown St, Latitude: Longitude: | |
| 702 George St, Latitude:Latitude: | |
| 110 George Cir, Latitude: Longitude: | |

4. Select the location that best describes where you are physically located at the moment, and this will be set as your **Current Location**. The **My Location** page will display a green success alert with information about your Current



Location.

| | Success! Your current location has been updated to: |
|------------------------|---|
| \heartsuit | Location Type: Corporate Location Location Name: geo only |
| | Geodetic Coordinates: |
| | Organization Name: |
| | on information above will be used by E911 Services to dispatch emergency responders rrent location should you happen to make a 911 call using this device. |
| J = = = = | |
| you'd lil | e to update your current location, please search for a location below and select it or ew location and set it as current. |
| you'd lil reate a r | |

5. You can always open the MyE911 web UI and view the **My Location** page to ensure that MyE911 has correctly detected your **Current Location**. You can



also view this information from the Manage Locations page.

| | We have your current location as: |
|-------------------|--|
| | Location Type: Corporate Location Location Name: geo only Geodetic Coordinates: Location Information: Organization Name: |
| o your f you'd | ation information above will be used by E911 Services to dispatch emergency responders current location should you happen to make a 911 call using this device. like to update your current location, please search for a location below and select it or new location and set it as current. |
| | |



Adding a Personal Location and Setting It to Your Current Location

- You can create new Personal Locations and set them to be your Current Location. There are two ways to accomplish this from the My Locations page.
 - a. You can start entering an address in the available search field; preferably one that does not already correlate to a pre-existing Corporate or Personal Location. A drop-down will appear displaying a list of possible address matches that already exist in the system. If you select one of these addresses you will be presented with an Add Location form where you can supply a name and additional, detailed, information about their exact location.

| | find you | Add Location and Set as Current |
|---|--|---------------------------------|
| | geo only Latitude: Longitude: | |
| 0 | 103 E Georgetown St, Latitude: Longitude: | |
| 0 | 702 George St, Latitude: Longitude: | |
| 0 | 110 George Cir, Latitude: Longitude: | |

- b. You can also simply click on the **Add Location and Set as Current** button and enter the address directly via the **Add Location** form.
- 2. The **Add Location** form allows you to supply the needed information in order to save an address as a Personal Location (See image below). You will need to provide the following:
 - a. Location Name a name that identifies the personal location (should not be the same name as other Personal Locations you may have)
 - b. Address civic address for the location
 - c. Location Information granular location information such as room, floor, suite, etc. This is technically the "dispatchable location" where

emergency services will look for you.

| *Location Name | E |
|---|---------------------------------|
| Examples: Home, Cubicle, XYZ Cafe | |
| *Address | |
| Example: 1234 1/2 N Main St, Metropolis, IL 12345 | |
| | Alternate Address View |
| Location Information | 6 |
| Examples: Apt 657, 1st Floor, Unit 1500 | |
| Cancel | Add and Set as Current Location |

3. Click the Add and Set as Current Location button to save the location as a **Personal Location** for future use, and set it as your Current Location.

Invalid Address

If you attempt to add a location that contains an invalid address, or one that cannot be validated, the below error prompt will appear in the **Add Location** form. The address should be corrected, and the form re-submitted.





Add Location

| - *Location Name | | |
|--|----|---------------------------------|
| My Location | | <u>á</u> |
| Examples: Home, Cubicle, XYZ Cafe | | |
| - *Address | | |
| 111 This Place, Here, IL 60001 | | |
| The address provided is not properly formatted. Example: 1234 1/2 N Main St, Metropolis, IL 12345 | Ç, | |
| | | Alternate Address View |
| - Location Information | | · |
| 1st Floor | | 0 |
| Examples: Apt 657, 1st Floor, Unit 1500 | | |
| • • • | | |
| Cancel | | Add and Set as Current Location |



Manage Locations

You can view all locations (Corporate or Personal) available to you from the **Manage Location** page. **Corporate Locations** are notated by a **building icon**, while **Personal Locations** are notated by a **house icon**.

| lter by | by address or name Q | | | | Location Type All Locations | |
|---------|----------------------|--------------|---|------|--------------------------------|--|
| | | Name | ▲ Address / Geodetic Coordinates | Info | | |
| 0 | | aaa location | 222 N Michigan Ave, Chicago, S. 60607 | | | |
| 0 | | bbb location | 333 N Michigan Aut, Chicago, S. 40407 | | | |
| 0 | | ссс | 222 N Michigan Aut, Chicago, S. 60607 | | | |
| 0 | | corp loc | 627 Parcmater Dr. Downingtown, Ini. 1923 | | | |
| 0 | | ddd | 333 N Michigan Ave, Chicago, IL 60601 | | | |
| 0 | | eee | 222 N Michigan Aut, Chicago, X. 60607 | | | |
| 0 | | fdsjjlaw | 203 Park Ln, Atheniun, CA 94027 | | | |
| ۲ | | geo only | 33458588, 07752248 | | | |

You can filter locations to show only Corporate Locations, only Personal Locations, or both.

| Personal Locations |
|---------------------|
| Corporate Locations |
| All Locations |
| |



You can set your **Current Location**, as well as edit and delete **Personal Locations** from this page. You cannot edit or delete Corporate Locations, which is why the edit and delete icons are not available for Corporate Locations.



Setting Current Location from Manage Locations Page

Users can set their current location to a Personal or Corporate Location from the **Manage Locations** page by clicking on the associated radio button.

If you would like to change your **Current Location** from the **Manage Locations** page, select the radio button to the left of one of the locations listed.

| | Ma | nage | e Locations | | | |
|--------|----------------|-----------|-----------------------|--|--------------------------------|-----|
| | Filter | by addres | s or name Q | | Location Type All Locations | • |
| | | | Name | Address / Geodetic Coordinates | Info | |
| | 0 | | aaa location | 333 Ni Milchigan Aun, Chicago, K. 60607 | | |
| Set th | his as your ci | | tion. bob location | 333 Nr Milchigan Aun, Chicago, K. 60607 | | |
| | 0 | | ссс | 222 N. Michigan Aue, Chicago, K. 80807 | | |
| | 0 | | corp loc | 627 Parimeter Dr. Downingtown, Int. 19235 | | |
| | 0 | | ddd | 333 N. Michigan Aue, Chicago, K. 80807 | | |
| | 0 | | eee | 333 Ni Michigan Awe, Chicago, K. 80807 | | |
| | 0 | | fdsjjlaw | 213 Park Ln, Athenton, CA 94027 | | |
| | ۲ | | geo only | 31434546, 07752348 | | |
| | 0 | A | loc 1 | 1206 Anasi, Inina, CA 5208 | | 9 1 |

You will be prompted when you have successfully updated your Current Location.

| Success! |
|--|
| The location "Huddle Room 1" was successfully set as your current location. You can view this on the 'My Location' page. |
| Close |



Edit Personal Location

You can only edit **Personal Locations**, which are indicated by a **house icon** next to the location's name.

To edit a Personal Location:

1. Click the **edit** icon associated with the Personal Location in question.



2. An Edit Location form will appear. You can edit Location Name, Address, and Location Information.

| Edit Location | |
|---|------------------------|
| *Location Name | |
| Home | |
| Examples: Home, Cubicle, XYZ Cafe | |
| *Address 123 This Ave, This Place, IL 60000 | |
| Example: 1234 1/2 N Main St, Metropolis, IL 12345 | |
| | Alternate Address View |
| C Location Information | |
| 1st floor | 0 |
| Examples: Apt 657, 1st Floor, Unit 1500 | |
| | |
| Cancel | Save |

3. Click the **Save** button to update the Personal Location.



Delete a Personal Location

You can only delete **Personal Locations**, which are indicated by a **house icon** next to the location's name.

To delete a Personal Location:

1. Click on the associated **delete** icon for the Personal Location in question.

| Man | age | Locations | | | |
|---|--------|----------------|---|------------------|------|
| Filter by address or name Q Location Type All Locations | | | | | * |
| | | Name | Address | Info | |
| 0 | | Huddle Room 1 | 333 N Some Ave, Somewhere, IL 60610 | NW side of suite | |
| 0 | E | Someone's Cube | 333 N Some Ave, Somewhere, IL 60610 | 16th fl SE side | |
| ۲ | A | Home | 123 This Ave, This Place, IL 60000 | 1st floor | 9 ii |
| 0 | A | Coffee Shop | 1776 Main St, Somewheresville, IL 11111 | Suite 1776 | 9 🔳 |
| | Previo | Page | 1 of 1 20 | rows 🗸 | Next |

2. A **Delete Location** confirmation box will appear. Select **Delete** to delete the location.

| Delete Location |
|--|
| Please confirm that you would like to delete the following location: |
| Coffee Shop |
| Cancel Delete |

NOTE: You cannot delete a location that is set as your Current Location.



MyE911 "Lite"

Users can also authenticate themselves and access MyE911 without needing to install the MyE911 Client. Using MyE911 without the client is considered the MyE911 "Lite" version. Users will access the MyE911 UI directly via their web browser to initially set their address, and revisit if their location and/or address changes.

The significant difference between using the MyE911 "Lite" version and the locally installed MyE911 Client is that MyE911 "Lite" users must manually update their current location for 9-1-1 calls whenever move to a new location. With the MyE911 Client installed, MyE911 will keep automatically setting the user's location to known places the user has entered previously, or that have been set up by their Administrator.





User Authentication

- 1. Navigate to the MyE911 "Lite" landing page (given to you by your administrator).
- 2. Enter the email address that was used to create the User account.

| | Welcome to MyE911® |
|-------|---|
| | Please enter your email address to get started. |
| | |
| Email | |

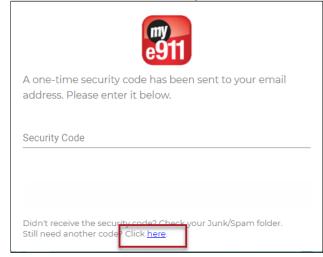
3. Enter the one-time security code that was sent to the associated email <u>account. The code will expire after 24 hours.</u>

| | e911 |
|-----------------------------------|--|
| A one-time sec address. Please | urity code has been sent to your email enter it below. |
| Security Code | ġ. |
| | SUBMIT |
| | security code? Check your Junk/Spam folder. code? Click <u>here</u> . |

4. Users of MyE911 "Lite" will be prompted to reauthenticate after 60 minutes.



5. Users will have the ability to resend a one-time security code.



6. Once authenticated, users will be directed to the **My Location** page like they would via the MyE911 Client.

| | Location Name: ??? Location Address: ??? Location Information: ??? Toganization Name: Customer 4 |
|-----------------------------------|--|
| to your curre If you'd like to | information above will be used by E911 Services to dispatch emergency responders t location should you happen to make a 911 call using this device. o update your current location, please search for a location below and select it or location and set it as current. |
| | you chose not to update you location there may be a delay in emergency eing dispatched as you location will need to be validated by a 911 Call Center. |



Troubleshooting

Log Files

The log files are located at **~/Documents/logs**. The log files are named 0.log, 1.log, et cetera. The first time the app is launched it will log to 0.log and use that file for the day. Then, on the next day, it will log to 1.log and use that file for the day, and so on, up to seven days (6.log). On the eighth day, the app will reuse 0.log and use that file for the day, appending more logs to the end.

Logs are disabled by default. To enable logging in the MyE911 app:

- 1. Click on the MyE911 icon in the menu bar.
- 2. Click on Settings.
- 3. Check the Enable Debug Logging checkbox.
- 4. Click on the Save button.

App Properties

Unlike the 4.x version, properties are not stored in a file on macOS, but they can be accessed using the defaults command. Below are some examples with their corresponding output.

NOTE: The dollar sign in the examples represents the **Terminal prompt**. It's not part of the command.

How to Display All App Properties

```
$ defaults read redsky.mye911.com
{
    api = "https://primelabdev01.e911cloud.com";
    currentLogFileNumber = 1;
    dateOfLastLog = "2023-03-05 19:26:52 +0000";
    lldpTimeput = 2;
    logsEnabled = 1;
    numOfLogFiles = 7;
    secret = "azO9m/Woyf+zN5+NuowgcpWWi...Xs9zQsjRws/pf006geJXFHQ=";
    token = "xOktOlNCPnCHneULCYj...HEkYtONtfFPLH/e5buQXMwc8VhvJg==";
}
```



How to Display a Single Property

In this example, we're only displaying the **API property**, which corresponds to the **Host** field in the **Settings** dialog of the app.

```
$ defaults read redsky.mye911.com api
https://primelabdev01.e911cloud.com
```

How to Edit a Property

In this example, we're manually enabling the logs by setting the **logsEnabled** property to **true**.

\$ defaults write redsky.mye911.com logsEnabled 1

How to Delete All Properties

Deleting all properties will cause the app to trigger the registration dialog again. It's not recommended to do this while the app is running.

```
$ defaults delete redsky.mye911.com
```

How to Reset App Prompts

When the app launches for the first time, and when it gets updated, it will show the user some authorization prompts. Those are remembered by the OS and not shown again.

However, there is a way to delete the answers given and make the OS prompt the user again. This is done with the **tccutil** command. Below are some examples. Please quit the app first before running the commands.

Reset Documents Folder Prompt

Successfully resets SystemPolicyDocumentsFolder approval status for redsky.mye911.com.

\$ tccutil reset SystemPolicyDocumentsFolder redsky.mye911.com

Reset All MyE911 Prompts

Successfully resets All approval status for redsky.mye911.com.



\$ tccutil reset All redsky.mye911.com

Removing the App

Normally, deleting an app from the **Applications** folder is enough to "uninstall" it. However, that is not enough to completely remove all traces of MyE911 from the Mac.

Follow these steps to remove everything the app generates. Remember to quit the app before uninstalling it.

From the Terminal, run these commands:

 rm -fr ~/Documents/logs
 defaults delete redsky.mye911.com
 sudo /Applications/MyE911.app/Contents/Resources/scripts/mye911- 11dpuninstall.sh
 rm -fr /Applications/MyE911.app
 osascript -e 'tell application "System Events" to delete every login item whose name is "MyE911"'
 tccutil reset All redsky.mye911.com

NOTE: Running the LLDP uninstall script in Step 3 will require you to run the install script again if the app is reinstalled.