



Community Connect - Managing Your High Hazard Community Connect Profile (Commercial)

^ Table of contents

▲ Purpose

▲ "

▲ Video

▲ "

Purpose

- To help you set up your **Community Connect** profile.
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Background

- **Community Connect** is an excellent way to share important information with first responders. The more information you provide, the better they can respond in the event of an emergency. Once you have created a Community Connect user account, please complete each of the sections below.
-

Video



Directions

1. Sign into your **Community Connect** account.

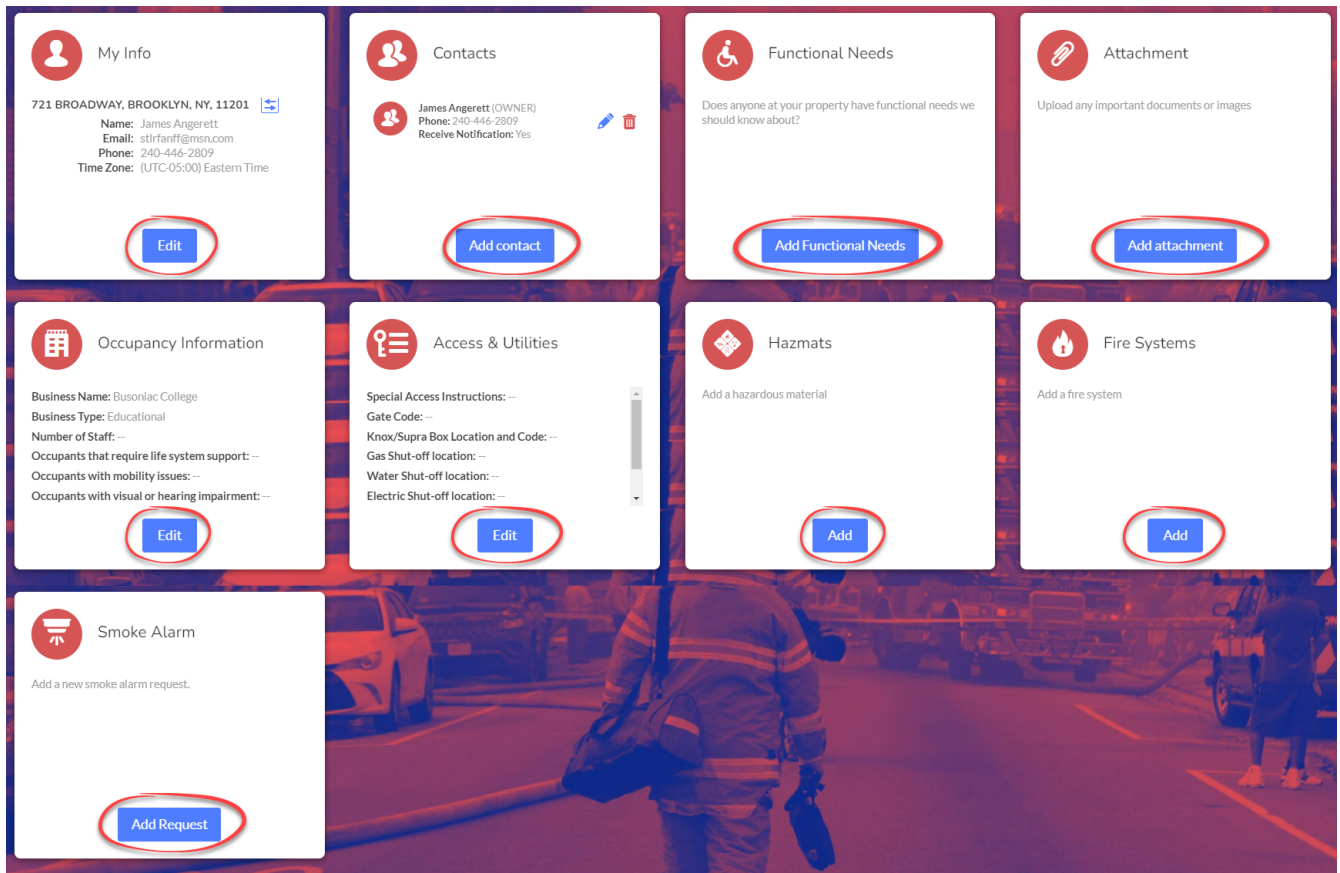
A screenshot of the Community Connect login interface. The background is a blurred image of people. A white login card is centered. At the top of the card is the 'Community Connect' logo, which consists of a blue speech bubble with a red 'C' and the text 'Community Connect'. Below the logo is a large, stylized 'F' logo in red and blue. The login form includes two input fields: 'Email' with a person icon and 'Password' with a lock icon. Below these fields are checkboxes for 'Keep me signed in' and a link for 'Forgot password?'. A blue 'Sign in' button is positioned below the checkboxes. Underneath the button is the text 'Sign in with your Social Media'. At the bottom of the login section are two buttons: a blue 'Facebook' button with the 'f' logo and a red 'Google' button with the 'G' logo. At the very bottom of the card, it says 'Not registered yet? REGISTER is fast and easy.' where 'REGISTER' is a blue link.

2. Information tile can be edited in two places.

- The header of your profile landing page

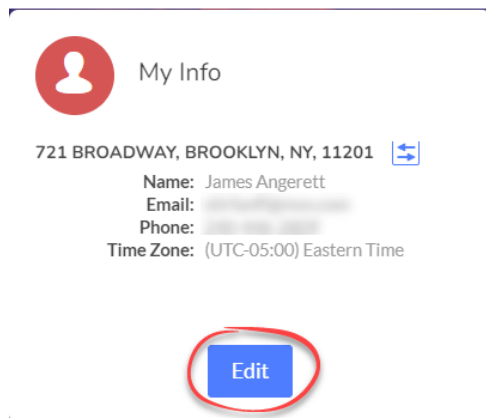


- Tiles



3. The following information can be entered in the **My Info** tile:

- **(A) Photo**
- **(B) Name**
- **(C) Phone Number**
- **(D) Time Zone**
- **(E) Password**



My Info

Basic Information

Name * (B)

Email

Phone * (C)

Time Zone * (D)

(UTC-05:00) Eastern Time

Save Cancel

Change Password (E)

Old Password *

Old Password

Password *

Password

Password Confirm *

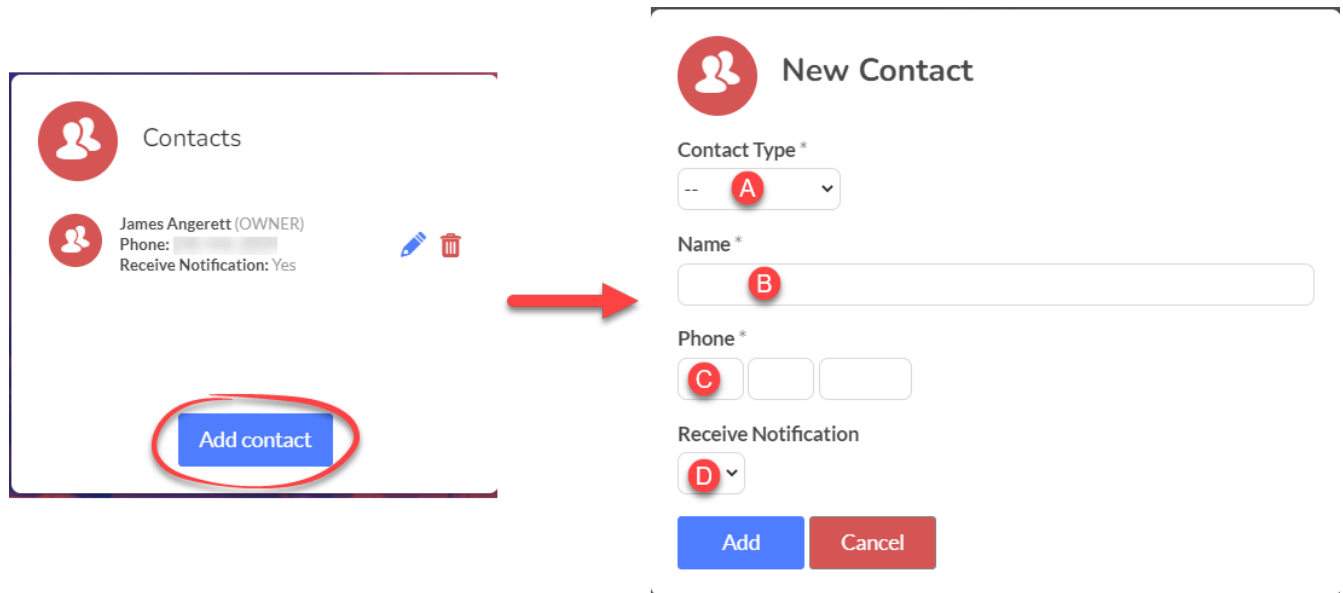
Password Confirm

Change Cancel

❗ **NOTE:** Users cannot change their own email address. If you need to update your email address, please contact your community's agency directly.

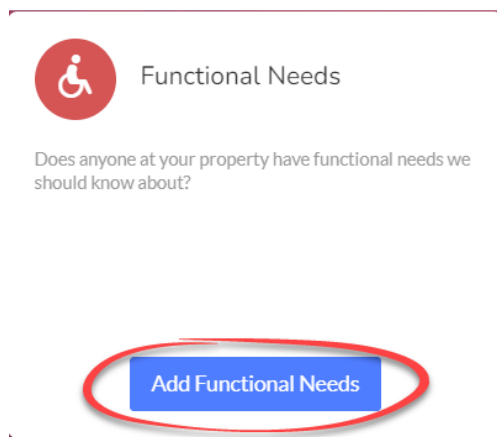
4. The following information can be added to the **Contacts** tile:

- **(A) Contact Type**
- **(B) Name**
- **(C) Phone Number**
- **(D) Chose to be notified or not**



5. The following information can be entered into the **Functional Needs** tile:

- **(A) Person with functional needs (occupant type)**
- **(B) Name**
- **(C) Age**
- **(D) Type of Functional Need**
- **(E) Any pertinent information about the person's condition?**
- **(F) Images of the individual**



New Functional Needs Occupant

Person with Functional Need *

Pick one **(A)**

Name * **(B)**

Age **(C)**

Select type(s) of functional need(s) * **(D)**

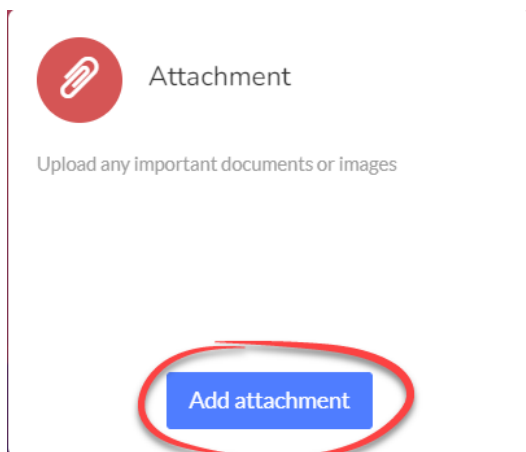
Deaf / Hard of Hearing
Vision impaired
Alzheimer's/Dementia
Autism

Anything else we should know about this person's condition? **(E)**

Drop images here or click to upload **(F)**

Add **Cancel**

6. Attachments can be entered into the **Attachment** tile.



New Attachment

Description

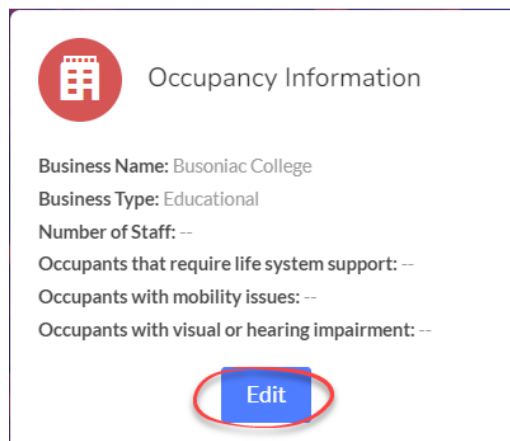
Drop files here or click to upload

Add **Cancel**

7. The following information can be entered into the **Occupancy Information** tile:

- **(A) Business Name**
- **(B) Business Type**
- **(C) Number of Staff**
- **(D) Number of occupants that require life support systems**
- **(E) Number of occupants with mobility issues**

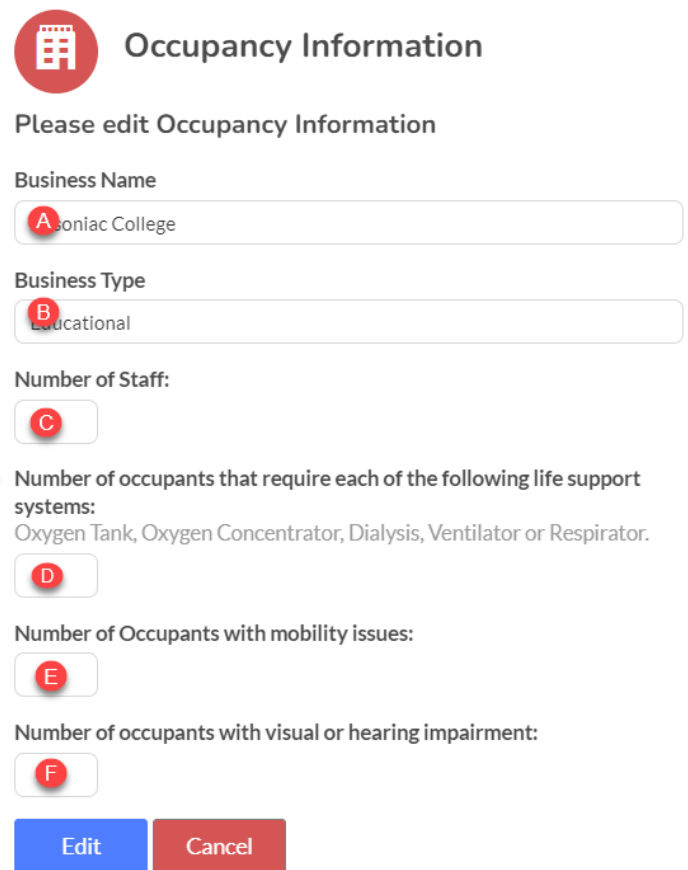
- **(F) Number of occupants that have visual or hearing impairments**



Occupancy Information

Business Name: Busoniac College
 Business Type: Educational
 Number of Staff: --
 Occupants that require life system support: --
 Occupants with mobility issues: --
 Occupants with visual or hearing impairment: --

Edit



Occupancy Information

Please edit Occupancy Information

Business Name
 (A) Busoniac College

Business Type
 (B) Educational

Number of Staff:
 (C)

Number of occupants that require each of the following life support systems:
 Oxygen Tank, Oxygen Concentrator, Dialysis, Ventilator or Respirator.
 (D)

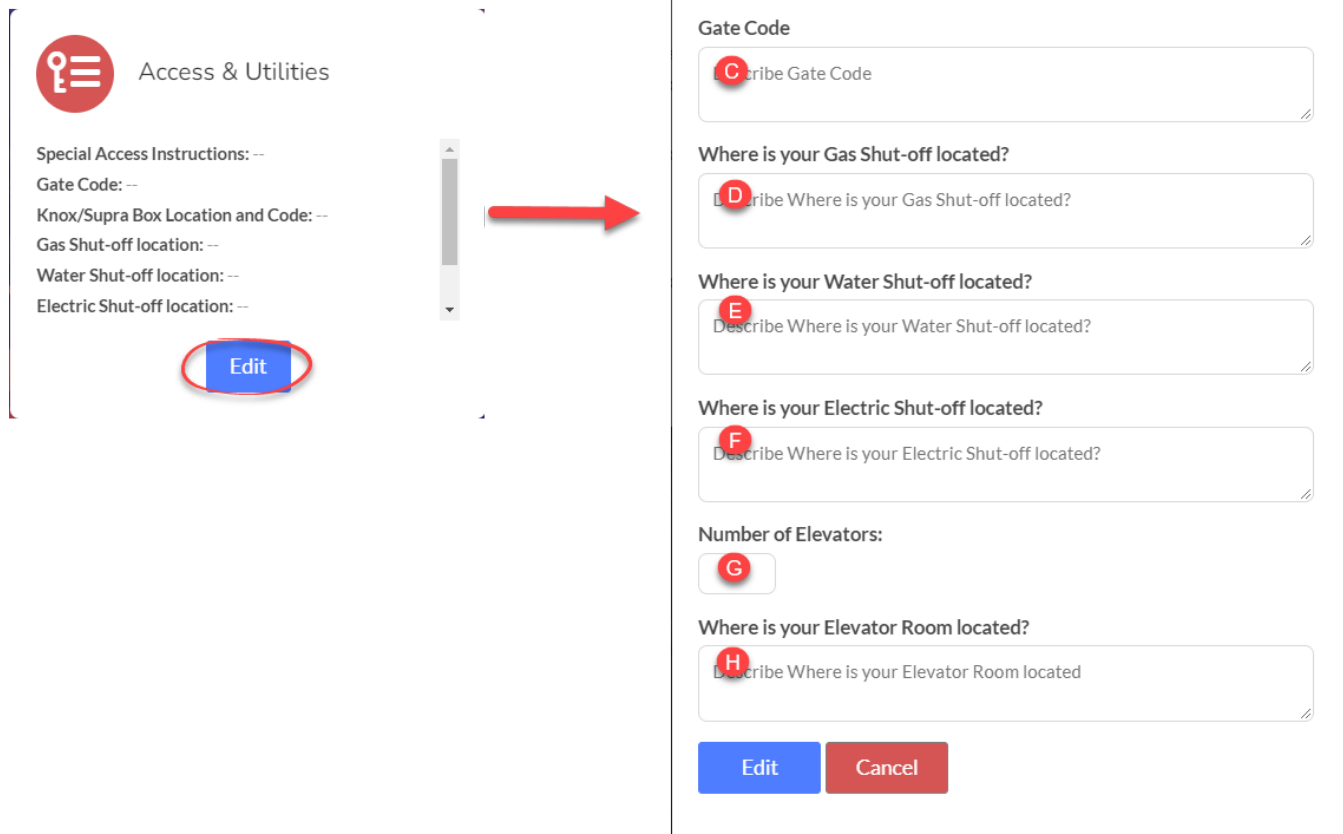
Number of Occupants with mobility issues:
 (E)

Number of occupants with visual or hearing impairment:
 (F)

Edit **Cancel**

8. The following information can be entered into the **Access & Utilities** tile:

- **(A) Special access instructions**
- **(B) Know/Supra box location and code**
- **(C) Gate Code**
- **(D) Gas Shut-off location**
- **(E) Water shut-off location**
- **(F) Electrical shut-off location**
- **(G) Number of elevators**
- **(H) Elevator room location**



9. The following information can be entered into the Haz Mat tile:

- **(A) UN ID#**
- **(B) Chemical Name**
- **(C) Quantity**
- **(D) Location**
- **(E) Comments or special instructions**

The image shows a 'Hazmat' tile on the left with a red diamond hazard symbol and the text 'Add a hazardous material'. A blue 'Add' button is circled in red. A red arrow points from this button to the 'New Hazmat' form on the right. The form has a title 'New Hazmat' and a subtitle 'Please add Hazmat information'. It contains five input fields: 'UN# look up *' (labeled A), 'Chemical Name' (labeled B, with placeholder text 'Fill by UN# look up or you can edit it'), 'Quantity' (labeled C), 'Location' (labeled D, with placeholder text 'Enter a location'), and 'Comments' (labeled E, with placeholder text 'Enter any Comments'). At the bottom are 'Add' and 'Cancel' buttons.

10. The following information can be entered into the New Fire System tile:

- **(A) Fire System Type**
- **(B) Description**

The image shows a 'Fire Systems' tile on the left with a red circle and flame symbol and the text 'Add a fire system'. A blue 'Add' button is circled in red. A red arrow points from this button to the 'New Fire System' form on the right. The form has a title 'New Fire System' and a subtitle 'Please create Fire Systems information'. It contains two input fields: 'Fire System Type' (labeled A, a dropdown menu) and 'Description' (labeled B, a text field with placeholder text 'Description'). At the bottom are 'Add' and 'Cancel' buttons.

11. The following requests can be made in the **Smoke Alarm** tile:

- **(A) Request Type**
 - **Installation**
 - **Battery**

- Replacement
- Inspection
- **(B)** Requested submitted date
- **(C)** Request service date
- **(D)** Comments



Smoke Alarm

Add a new smoke alarm request.

Add Request



Create new Smoke Alarm Request

Address (required):
721 BROADWAY, BROOKLYN, NY, 11201

Contact:
[Redacted]

Phone:
[Redacted]

Email:
[Redacted]

Request Type (required): **(A)** [Dropdown menu]

Request Submitted Date (required): 08/26/2022 **(B)** [Calendar icon]

Requested Service Date: **(C)** [Calendar icon]

Comments: **(D)** [Text area]

Save **Cancel**