**SHOUTBOMB** — SMS AT YOUR LIBRARY

## NOW you can use TEXT to:

😀 renew items

😀 get notices of available holds

😀 see overdue items and fees

## Sign up now from your phone or device - It's super easy!

**How to Sign Up:**

Signing up is totally free. Standard text rates apply. You must have a phone that can send and receive text messages AND text to an email address (it doesn't have to be a smart phone).

1. Text SIGNUP+your library card number to 1-720-893-9151.  (To receive your messages in Spanish, use REGISTRESE instead of SIGNUP.) Be sure to type the keyword in all CAPS.

2. After a successful registration, you will receive three messages:

   - Message congratulating you on registering and informing you of the ADDCARD keyword function;

   - Message indicating which of the available services are active or inactive; and

   - Message informing you of the MYBOOKS keyword function.

If at any point you get stuck, please send a text message with the keywords HELP then a space SIGNUP.  You will receive detailed instructions on how the process works.

**Turn this paper over to learn how to use Shoutbomb shortcuts and to set which notices you want to receive.**


CITY OF LONGMONT COLORADO

LONGMONT COMMUNITY SERVICES
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LONGMONT PUBLIC LIBRARY
A Division of Community Services

**How to Select Which Notices to Receive:**
1. Text **NOTICES** to view your current status of all the opt in/out notices.
2. The following notices are all ON by default. You do not have to do anything further to receive them. **To turn off a notice**, text the keyword that is in CAPS to 1-720-893-9151 (this is the same number you used to sign up). Text the keyword again to turn the notice back on. Be sure to text keywords in all CAPS
    - **HOLDS:** This is a notice that you have holds ready to be picked up.
    - **OVERDUE:** This is a notice that things are already overdue.
    - **RENEW:** This is a notice that things will soon be due, and you can renew them.

**Using Shoutbomb:**
Text these commands to in all CAPS to 1-720-893-9151 (this is the same number you used to sign up):
- **MYBOOKS:** See a list of hold items available for pickup, hold items not available for pickup, items overdue, items due soon, and current fees/fines.
- **HELP:** Get help with a command, e.g. HELP FEES to get help with your fees.
- **MYCARDS:** See a numbered list of library barcode numbers currently registered to your phone.
- **ADDCARD+library card number:** Add a new library barcode number to your phone.
- **DROPCARD:** See a numbered list of library barcode numbers. To remove one or more, you do not need to type the whole barcode, just the item number it is on the list. More than one card can be dropped with a single message. If only one card is associated with your phone, it will be automatically dropped.
- **ADDEMAIL:** Add your email to your account, which makes it easler for use to respond to any issues or problems you may have with the service. We will never share or sell your information.
- **RESEND:** Get the notice message(s) we have sent you in the last 3 days.
- **NOTICES:** Find out which notices you have opted in and opted out for.
- **IOWEU:** Get a list of all fees/fines owed for each of your registered library card barcode.
- **NF:** Stop fee notices
- **YF:** Continue fee notices
- **QUIT+your library card number:** Stop receiving messages related to your library card. You must send the card number for the primary card on your account.
- **STOP:** To remove your phone number from the Shoutbomb system entirely.