

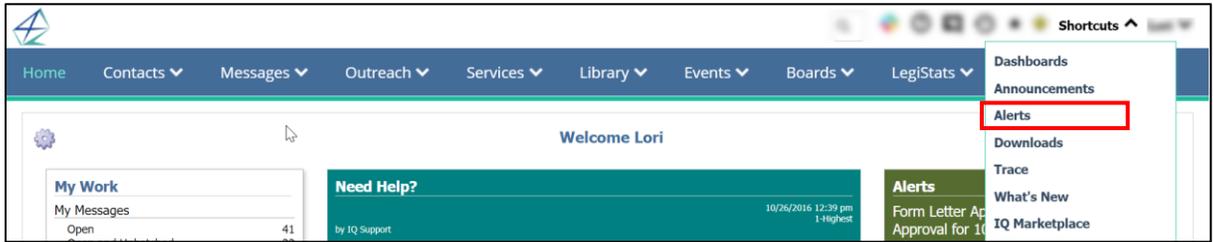
Managing Alert Notifications

Market: Federal/State/Local, House, Senate

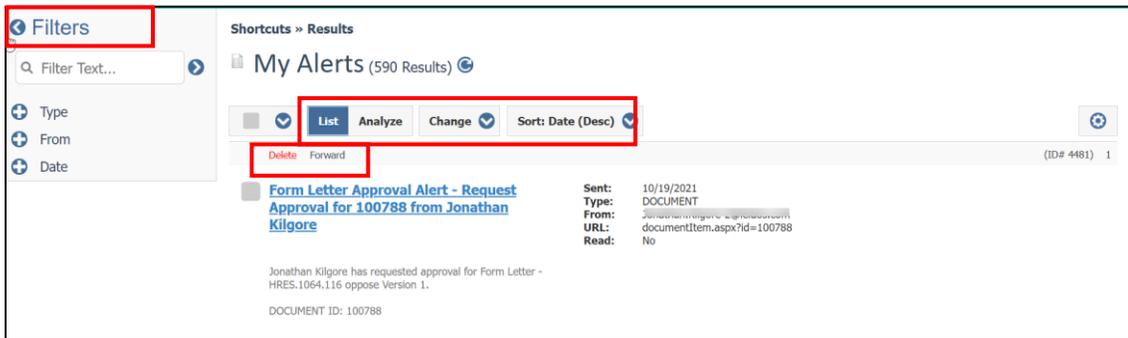
Description: These instructions teach users how to view alert notifications in IQ.

Viewing via Shortcuts

1. Navigate to **Shortcuts > Alerts**.



2. View and manage your alerts within the page using the **IQ Filter** or other features shown below.



Viewing via Alerts Tile

1. Navigate to the **Home Module**.
2. Scroll to the **Alerts Tile**. Contact your IQ Consultant to add this tile if needed.



3. Scroll and view the alert notifications.