

# HOW TO USE mydart Alerts

MyDART Alerts, available at [ridedart.com/alerts](http://ridedart.com/alerts) is an email subscription service that will send an email alert when the bus is within fifteen minutes of your stop.

## ► Alerts

To begin using MyDART Alerts, register for a free account by clicking the "Sign Up Now" button.

Other Options	MyDART Alerts	Departures								
<b>Login</b>	<b>MyDART Alerts</b>  The MyDART Alert tool lets you create email notifications that are tailored to your specific travel plans. You can set up an Alert to tell you when your bus is 10 minutes away from your bus stop. You can also create notifications for service advisories and detours that affect your route. You can set up as many or as few alerts as you need to help you ride DART.  <b>Login</b>  If you have already registered for MyDART, please enter your email address and password below.  Email: <input type="text"/> Password: <input type="password"/> <input type="button" value="Login"/> <a href="#">Forgot My Password</a>  <b>Not Registered?</b>  If you have not yet registered for MyDART, sign up for your free account and start receiving alerts today. Registration is quick and easy.  <input type="button" value="Sign Up Now"/>	<b>Departures</b>  Sep 17 Stop # 3865 10:25 a.m. <table><thead><tr><th>Route</th><th>Approx.</th></tr></thead><tbody><tr><td>6 - INDIANOLA AVE</td><td>10:30a(s)</td></tr><tr><td>6 - INDIANOLA AVE</td><td>11:00a(s)</td></tr><tr><td>6 - INDIANOLA AVE</td><td>11:30a(s)</td></tr></tbody></table> (s) denotes schedule time.	Route	Approx.	6 - INDIANOLA AVE	10:30a(s)	6 - INDIANOLA AVE	11:00a(s)	6 - INDIANOLA AVE	11:30a(s)
Route	Approx.									
6 - INDIANOLA AVE	10:30a(s)									
6 - INDIANOLA AVE	11:00a(s)									
6 - INDIANOLA AVE	11:30a(s)									
<b>Sign Up For Alerts</b>		<b>Service Advisory</b>  No service advisories at this time								
<b>Twitter Feed</b>		<b>Twitter Feed</b>  DART @ridedart 12 Sep Add your input to 35-year transportation plan: <a href="http://ow.ly/BqCZ5">ow.ly/BqCZ5</a> via @KCCINews <input type="button" value="Show Summary"/>								
<b>Service Advisories</b>										
<b>Route Status</b>										
<b>Trip Planner</b>										
<b>System Map</b>										
<b>Real Time Map</b>										
<b>Customer Feedback</b>										

After you sign up, you will receive an email to finalize the registration process. Click the link within the email and then login to MyDART Alerts with your new account.

You will receive Rider Messages that inform you on what actions still need to be taken to configure your account. The "Message" explains the action, the "Severity" explains how necessary the action is and "Actions" has buttons to "Clear" the message and "Show Me" for more help.

### User Info

**Name**  
DART Bus Rider

**Email Address**  
mydart@ridedart.com

**Preferred Language**  
English

**Last Login**  
09-19-2014, 8:47am

[My Profile](#) [Logout](#)

[User Messages \(4\)](#)

### Rider Messages

The following rider messages require your attention. Please review each message and take the appropriate action by selecting the "Show Me," "Clear," "Clear All" or "Close" button.

Message	Severity	Actions
Welcome to TransitNow! You may now configure your account by clicking the "My Profile" button on the left panel of the screen.	Info	<a href="#">Clear</a>
Please fill in your personal information and select your preferred language of correspondence.	Warning	<a href="#">Clear</a> <a href="#">Show Me</a>
Please fill in your contact information. This will allow you to receive alerts on devices such as Email, SMS, and Voice.	Warning	<a href="#">Clear</a> <a href="#">Show Me</a>
Please fill in your subscription information. This allows you to decide which types of alerts you would like to receive.	Warning	<a href="#">Clear</a> <a href="#">Show Me</a>

[Close](#) [Clear All](#)

### Departures

Sep 19

Stop # 3865 8:59 a.m.

Route	Approx.
6 - INDIANOLA AVE	9:00a
6 - INDIANOLA AVE	9:30a(s)
6 - INDIANOLA AVE	10:00a(s)

(s) denotes schedule time.

[Edit](#)

### Other Options

[Twitter Feed](#)

[Service Advisories](#)

[Route Status](#)

### Service Advisory

No service advisories at this time

Your MyDART Profile is the home screen for your MyDART Alerts.

### User Info

**Name**  
DART Bus Rider

**Email Address**  
mydart@ridedart.com

**Preferred Language**  
English

**Last Login**  
09-19-2014, 8:44am

[My Profile](#) [Logout](#)

[User Messages \(4\)](#)

### MyDART Profile

**Welcome to MyDART Alerts!**

Using the options below you can manage your personal information and alert preferences.

Personal Details

Contact Information

Alert Subscriptions

Suspend Alerts

Remove MyDART Account

Change Login Credentials

Alert History

### Departures

Sep 19

Stop # 3865 8:47 a.m.

Route	Approx.
6 - INDIANOLA AVE	9:00a(s)
6 - INDIANOLA AVE	9:30a(s)

(s) denotes schedule time.

[Edit](#)

### Service Advisory

No service advisories at this time

### Twitter Feed

**DART** 12 Sep  
@ridedart

Add your input to 35-year transportation plan:  
[ow.ly/BqCZ5](http://ow.ly/BqCZ5) via @KCCINews

## ► MyDART Profile Sidebars

<b>User Info</b>
<b>Name</b> DART Bus Rider
<b>Email Address</b> mydart@ridedart.com
<b>Preferred Language</b> English
<b>Last Login</b> 09-19-2014, 8:44am
<a href="#">My Profile</a> <a href="#">Logout</a>
<a href="#">User Messages (4)</a>

On the left sidebar, your user info is displayed. You can always return to this profile page by clicking “My Profile”. You can also “Logout” or view your “User Messages”.

<b>Other Options</b>
<a href="#">Twitter Feed</a>
<a href="#">Service Advisories</a>
<a href="#">Route Status</a>
<a href="#">Trip Planner</a>
<a href="#">System Map</a>
<a href="#">Real Time Map</a>
<a href="#">Customer Feedback</a>
<a href="#">Unsubscribe</a>

The “Other Options” panel links to other DART services and MyDART Tools. Please note the “Customer Feedback” and “Unsubscribe” links. Subscription of MyDART Alerts is explained in further detail on page 11.

<b>Online Survey</b>
What is your favorite Reason to Ride DART?
<input type="radio"/> To Work
<input type="radio"/> To School
<input type="radio"/> To Shop
<a href="#">Submit</a>

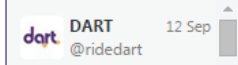
The final panel has an online survey. All data collected will be used to improve DART Services.

<b>Departures</b>
Stop # 3865 Sep 19 8:47 a.m.
<b>Route</b> <b>Approx.</b>
6 - INDIANOLA AVE 9:00a(s)
6 - INDIANOLA AVE 9:30a(s)
(s) denotes schedule time.
<a href="#">Edit</a>

On the right sidebar, departure times are displayed in a live feed for all bus stops you have saved in this panel. This service is explained further on page 12.

<b>Service Advisory</b>
No service advisories at this time









“Service Advisory” lists any detours or rider alerts.

<b>Twitter Feed</b>





## ► MyDART Profile

The center panel of your MyDART Profile has seven functions: Personal Details, Contact Information, Alert Subscriptions, Suspend Alerts, Remove MyDART Account, Change Login Credentials and Alert History.

User Info	MyDART Profile	Departures
<b>Name</b> DART Bus Rider	<b>Welcome to MyDART Alerts!</b> Using the options below you can manage your personal information and alert preferences.	<b>Stop # 3865</b> Sep 19 8:47 a.m.
<b>Email Address</b> mydart@ridedart.com	 Personal Details	<b>Route</b> <b>Approx.</b>
<b>Preferred Language</b> English	 Contact Information	6 - INDIANOLA AVE 9:00a(s)
<b>Last Login</b> 09-19-2014, 8:44am	 Alert Subscriptions	6 - INDIANOLA AVE 9:30a(s)
<input type="button" value="My Profile"/> <input type="button" value="Logout"/>	 Suspend Alerts	(s) denotes schedule time.
<input type="button" value="User Messages (4)"/>	 Remove MyDART Account	<input type="button" value="Edit"/>
<b>Other Options</b>	 Change Login Credentials	<b>Service Advisory</b>
Twitter Feed	 Alert History	No service advisories at this time
Service Advisories		<b>Twitter Feed</b>
Route Status		 DART 12 Sep
Trip Planner		
System Map		

## ► Personal Details

Change your name, address, and preferred language.


Personal Details	
	Please complete the information fields below. This will help us communicate with you and answer any questions you might have. Fields marked with an asterisk (*) are mandatory.
<input type="button" value="Back"/>	
<b>Rider Information</b>	
First Name:	<input type="text" value="DART"/> *
Last Name:	<input type="text" value="Bus Rider"/> *
Street No:	<input type="text" value="620"/>
Street Name:	<input type="text" value="Cherry Street"/>
Apt / Unit:	<input type="text"/>
City / Town:	<input type="text" value="Des Moines"/>
State:	<input type="text" value="IA - Iowa"/>
Zip Code:	<input type="text" value="50311"/>
Language:	<input type="text" value="English"/> ▼
<input type="button" value="Save"/>	



## ► Contact Information

Change your email address.

### Contact Information



MyDART Alerts are available by email, RSS or Twitter. Providing this information allows us to send alerts and communicate with you should you have any inquiries.

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### Change Email Address

To change your email address, fill out your current email and password as well as your preferred new email address.

Current Email:

Current Password:

New Email:

Confirm New Email:

Save

## ► Alert Subscriptions


Manage your alert subscriptions.

Bus Stop Alerts are emails sent based on specific locations that you will be using to board the bus.

General Alerts are emails sent to inform you of DART news and service and route announcements.

To add and/or remove Bus Stop Alerts, click "Configure".

### Alert Subscriptions



Please select the type of alerts you would like to receive and the delivery method. By subscribing to alerts you are opting in and provide direct consent to receive MyDART Alerts as defined by your selections. To review our complete privacy policy please visit [DART's Privacy Policy](#)

Back

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### Bus Stop Alert

Subscribe to receive alerts based on routes, stops, addresses or landmarks of your preference. Alerts are set up by time and day and can be one-time or repeating.

Configure


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### General Alerts

Subscribe to general alert categories – such as DART News, Service Announcements or Route Announcements – of your preference.

Select Categories

### Alert Subscriptions



Please select the type of alerts you would like to receive and the delivery method. By subscribing to alerts you are opting in and provide direct consent to receive MyDART Alerts as defined by your selections. To review our complete privacy policy please visit [DART's Privacy Policy](#)

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### Bus Stop Alert


Subscribe to receive alerts based on routes, stops, addresses or landmarks of your preference. Alerts are set up by time and day and can be one-time or repeating.

Configure



Click the “Add Subscription” button to add a bus stop.

### Bus Stop Alert



Setup and manage bus stop alerts based on routes, stops, addresses or landmarks of your preference. Alerts can be delivered by email.

Back

### Manage Stop Subscriptions


Here you can manage your alerts.

Add Subscription

Description:	Stop:	Repeating:	Date:	Days of the Week:	Delivery Time:	Trip Time:	Delivery Method:	Action:
You do not have any subscriptions at this time.								

To select your stop, choose from the following tabs: Address, Landmark, Stop Number and Route.

### Bus Stop Alert



Setup and manage bus stop alerts based on routes, stops, addresses or landmarks of your preference. Alerts can be delivered by email.

Back

### Select Your Stop

You can select your stop based on four different categories. These categories are Address, Landmark, Stop Number and Route.

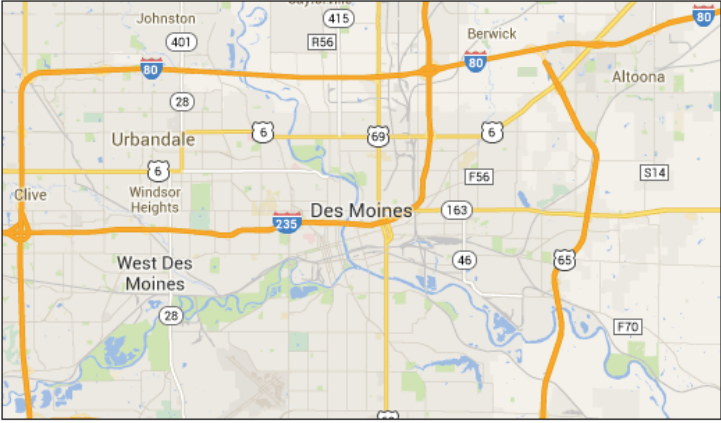
Address

Landmark

Stop Number


Route

Stop Number:



If you are entering an address, a dropdown menu will reveal address options. Choose the correct address to search.

### Bus Stop Alert



Setup and manage bus stop alerts based on routes, stops, addresses or landmarks of your preference. Alerts can be delivered by email.

Back

### Select Your Stop

You can select your stop based on four different categories. These categories are Address, Landmark, Stop Number and Route.

Address

Landmark

Stop Number

Route

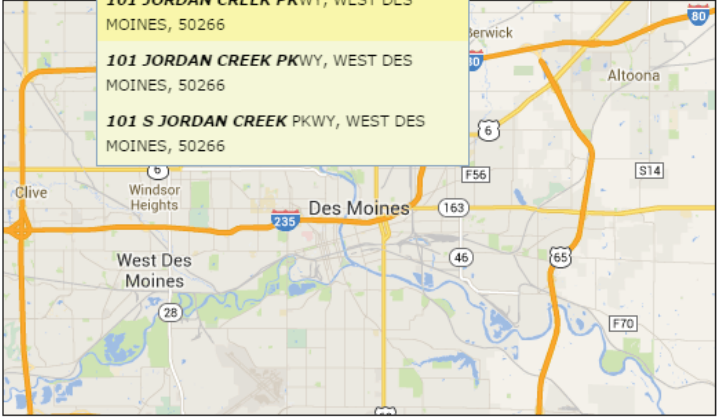
Address:

101 Jordan Creek Pk

101 JORDAN CREEK PKWY, WEST DES MOINES, 50266

101 JORDAN CREEK PKWY, WEST DES MOINES, 50266

101 S JORDAN CREEK PKWY, WEST DES MOINES, 50266



A list of stops in proximity to the address will be provided. Choose the appropriate stop from the dropdown.

### Select Your Stop

You can select your stop based on four different categories. These categories are Address, Landmark, Stop Number and Route.

Address

Landmark

Stop Number

Route

Address:

101 JORDAN CREEK PKWY, WEST DES M

Stop:

(Stop: 3859) JORDAN CREEK PKWY / CODY DR, WDM

(Stop: 3269) JORDAN CREEK TOWN CENTER, WDM

(Stop: 3852) JORDAN CREEK PKWY / CODY DR, WDM

(Stop: 3859) JORDAN CREEK PKWY / CODY DR, WDM

(Stop: 3695) 68TH ST / BEECHTREE DR, WDM

(Stop: 3657) 68TH ST / BEECHTREE DR, WDM

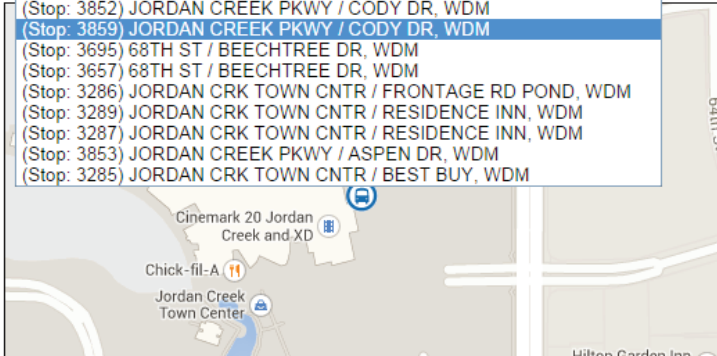
(Stop: 3286) JORDAN CRK TOWN CNTR / FRONTAGE RD POND, WDM

(Stop: 3289) JORDAN CRK TOWN CNTR / RESIDENCE INN, WDM

(Stop: 3287) JORDAN CRK TOWN CNTR / RESIDENCE INN, WDM

(Stop: 3853) JORDAN CREEK PKWY / ASPEN DR, WDM

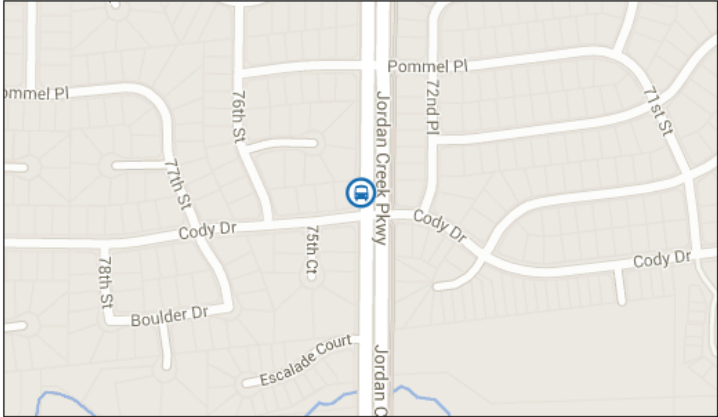
(Stop: 3285) JORDAN CRK TOWN CNTR / BEST BUY, WDM





Once you have selected a stop, choose where you want a one-time or repeating alert, what your preferred travel time is, how you want to receive the notification and a description for the alert.

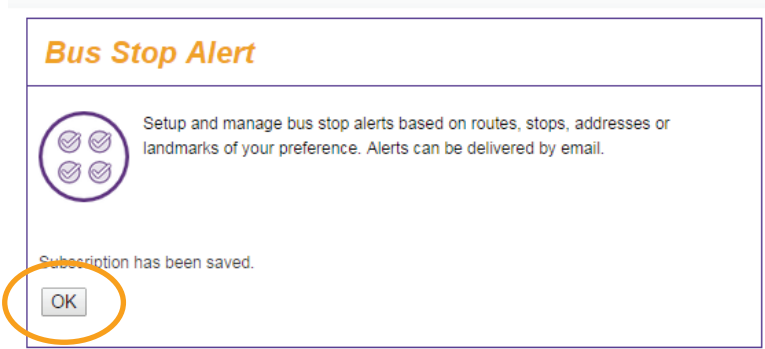
Click the "Save" button when you are finished.

Address	Landmark	Stop Number	Route
Address: 101 JORDAN CREEK PKWY, WEST DES M			
Stop: (Stop: 3859) JORDAN CREEK PKWY / CODY DR, WDM			
			
<b>Date</b>			
You can either choose a one time alert, or a repeating one.			
<input checked="" type="radio"/> One Time Alert <input type="radio"/> Repeating Alert			
Date: 09-19-2014			
<b>Time</b>			
Please select your preferred travel time.			
10 : 45 AM			
Please send reminder to me in advance of the travel time 10 min			
<b>Delivery Method</b>			
Currently, only email notifications are available.			
Deliver By: Email			
Device: mydart@ridedart.com			
<b>Save Subscription</b>			
Description that is going to appear on the alert.			
Description:			
Save			

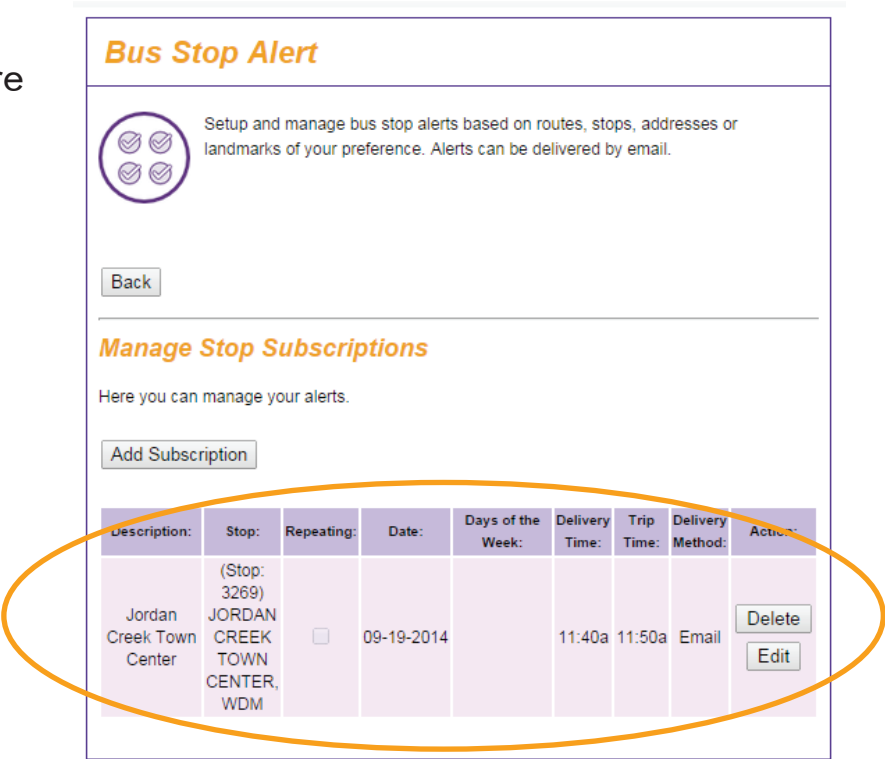




Once you have saved the subscription, you will be taken to a confirmation screen. Click "OK" to view your new alert.



Your alert is shown in the purple table. On the most-right column are buttons to edit or delete the alert.



## ► Suspend Alerts

Suspend your alert subscriptions.

If at any you want to suspend your alert subscriptions for a period of time, choose the "From" and "To" dates and the delivery method.

Click "Create New" to create a new suspension.

Your suspensions will be listed in the purple table. You can check the "Selected" box and choose the "Cancel Suspension" button below if you want to cancel the suspension.

### Suspend Alerts



Suspend any or all alerts for an identified period of time.

Back

### Suspend Alerts

To create a new suspension select a "From" and "To" date (by clicking on the calendar icon and choosing a date) and click the "Create New" button.

From: 09-19-2014 To: 09-19-2014

Delivery Method:

All

Create New

### Suspensions

To cancel an existing suspension select it with the check box and then click the "Cancel Suspension" button.

Delivery Method	From	To	Selected	Status
-----------------	------	----	----------	--------

You do not have any suspensions at this time.

### Suspensions

To cancel an existing suspension select it with the check box and then click the "Cancel Suspension" button.

Delivery Method	From	To	Selected	Status
Email	09-23-2014	09-28-2014	<input type="checkbox"/>	Future Suspension

Select / Deselect All Cancel Suspension

## ► Remove MyDART Account

Remove your account from the system.



Remove MyDART Account

## ► Change Login Credentials

Change your email address or password.



Change Login Credentials


## ► Alert History

Review past alerts.

Select delivery method, date and how many records you want to view.

Click the "Search" button.

### Alert History




Review past alerts and messages you've received from MyDART Alerts. Select "View" to review more detailed information on a particular alert.

Back

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#### Search Filters:

Delivery Method:

Delivery Date:  
 

# of Records:

Search

## ► Unsubscribe

There are three options for unsubscription. You can remove your MyDART Account, suspend alerts or edit subscriptions.

For these three options, click the "Unsubscribe" button on the left sidebar under "Other Options".

#### User Info

Name	DART Bus Rider
Email Address	mydart@ridedart.com
Preferred Language	English
Last Login	09-19-2014, 8:44am

My Profile Logout

User Messages (4)

#### Other Options

Twitter Feed
Service Advisories
Route Status
Trip Planner
System Map
Real Time Map
Customer Feedback
<b>Unsubscribe</b>

#### Online Survey

What is your favorite Reason to Ride DART?

☐ To Work

☐ To School

☐ To Shop

Submit

## ► Departures

To add and remove bus stops from the “Departures” panel on the right side-bar, click the “Edit” button.

Departures	
Stop # 3865	Sep 19 8:47 a.m.
Route	Approx.
6 - INDIANOLA AVE	9:00a(s)
6 - INDIANOLA AVE	9:30a(s)
(s) denotes schedule time.	
<div>Edit</div>	

Service Advisory	
No service advisories at this time	

Under “Add New Bus Stop:” there is a dropdown list of all the DART bus stops.

### Edit Display Stops

**Saved Bus Stops:**

Name	Location	Action
------	----------	--------

**Add New Bus Stop:**

Stop: 

345 - OFFICE PARK DR / #1001, WDM

Description:

Save

Choose your bus stop from the dropdown list.

### Edit Display Stops

**Saved Bus Stops:**

Name	Location	Action
------	----------	--------

**Add New Bus Stop:**

Stop: 

364 - 11TH ST / ASHWORTH RD, WDM

345 - OFFICE PARK DR / #1001, WDM

346 - SW 80TH AVE / GRANDVIEW, DSM

347 - SW 80TH AVE / SKYLINE DR, DSM

352 - SE 80TH ST / #802, DSM

353 - OFFICE PARK DR / #939, WDM

363 - 11TH ST / ASHWORTH RD (FAR-SIDE), WDM

364 - 11TH ST / ASHWORTH RD, WDM

365 - 11TH ST / #1205 (CAMBRIDGE COURT APTS), WDM

366 - 11TH ST / COUNTRY CLUB VILLAGE APTS, WDM

367 - 11TH ST / OFFICE PARK RD, WDM

368 - 11TH ST / GUIDE ONE LOT, WDM

369 - 11TH ST / REGENCY WOODS APARTMENTS, WDM

373 - 13TH ST / CARPENTER AVE, DSM

374 - 13TH ST / CARPENTER AVE, DSM

375 - 13TH ST / CLARK ST, DSM

378 - 13TH ST / FOREST AVE, DSM

379 - 13TH ST / FOREST AVE, DSM

390 - 13TH ST / ASHWORTH RD, WDM

392 - 13TH ST / ASHWORTH RD (FAR-SIDE), WDM

394 - 13TH ST / GRAND AVE, WDM

Type a description for your selected bus stop then click the "Save" button.

### Edit Display Stops

#### Saved Bus Stops:

Name	Location	Action
------	----------	--------

#### Add New Bus Stop:

Stop:  
364 - 11TH ST / ASHWORTH RD, WDM

Description: Home

Save

Your stop now appears under "Saved Bus Stops". You can click the "Delete" button on the left of the stop to remove the stop.

### Edit Display Stops

#### Saved Bus Stops:

Name	Location	Action
Home	11TH ST / ASHWORTH RD, WDM	Delete

#### Add New Bus Stop:

Stop:  
345 - OFFICE PARK DR / #1001, WDM

Description:

Save

### Departures

Home Sep 19  
Stop # 364 4:25 p.m.

Route	Approx.
96 - EP TRUE EXPRESS	
96 - EP TRUE EXPRESS	5:07p(s)
96 - EP TRUE EXPRESS	5:35p(s)

(s) denotes schedule time.

Home Edit

### Service Advisory

No service advisories at this time

Your new bus stop will display in the Departures panel. The next several approximate routes and times are displayed for the stop. It is in real-time unless denoted with an "(s)" for schedule by the time.

**User Info**

**Name**  
DART Bus Rider

**Email Address**  
mydart@ridedart.com

**Preferred Language**  
English

**Last Login**  
09-19-2014, 4:07pm

My Profile

Logout

User Messages (3)

**Other Options**

Twitter Feed

**Edit Display Stops**

**Saved Bus Stops:**

Name	Location	Action
Home	11TH ST / ASHWORTH RD, WDM	<div>Delete</div>

**Add New Bus Stop:**

**Stop:**  
345 - OFFICE PARK DR / #1001, WDM

**Description:**

Save

**Departures**

Home

Sep 19

Stop # 364

4:18 p.m.

Route	Approx.
96 - EP TRUE EXPRESS	5:00p
96 - EP TRUE EXPRESS	5:07p(s)
96 - EP TRUE EXPRESS	5:35p(s)

(s) denotes schedule time.

Home

Edit

**Service Advisory**

You can view departure times for a different saved bus stop with the dropdown underneath the times.

**User Info**

**Name**  
DART Bus Rider

**Email Address**  
mydart@ridedart.com

**Preferred Language**  
English

**Last Login**  
09-19-2014, 4:07pm

My Profile

Logout

User Messages (3)

**Other Options**

Twitter Feed

**Edit Display Stops**

**Saved Bus Stops:**

Name	Location	Action
Home	11TH ST / ASHWORTH RD, WDM	<div>Delete</div>
Work	13TH ST / FOREST AVE, DSM	<div>Delete</div>

**Add New Bus Stop:**

**Stop:**  
345 - OFFICE PARK DR / #1001, WDM

**Description:**

Save

**Departures**

Work

Sep 19

Stop # 379

4:23 p.m.

Route	Approx.
16 - DOUGLAS AVE	4:27p
16 - DOUGLAS AVE	4:43p

(s) denotes schedule time.

Work

Home

Work

Edit

**Service Advisory**

No service advisories at this

