

Creating and allocating a Broadcast Tag.

Broadcast tags are addresses of groups such as 'Yass River - Captain and Deputies'

There are three parts to Broadcast Tags:

(a) Creating the Broadcast Tag in Administration – Broadcast Tags – NEW+ then enter the Name of the Broadcast Tag

The screenshot shows the 'NEW BROADCAST TAG' form in the BUNYIP CFA administration system. The form is titled 'NEW BROADCAST TAG' and includes the following fields:

- NAME: BART Bunyip
- BUNYIP BRIGADE: BUNYIP BRIGADE
- Group: Global
- Tag: (empty)
- Name: (empty)
- Send Code: (empty)
- Phone Number: (empty)
- Environment: (empty)
- Messaging: ON

(b) Allocating the Broadcast to the members to **receive** messages on the new Broadcast Tag. The view column determines whether they see the message or not. The SMS, Email or Push determines the alert they receive when the message is created.

The screenshot shows the 'BROADCAST TAGS' tab for a member profile. The table below lists the broadcast tags allocated to the member:

NAME	VIEW	SMS	EMAIL	PUSH
BART Bunyip	ON	None	None	All

(c) Allocating the members who can **send** messages on the Broadcast Tag. The member must have the Member Permission of Send Broadcast on the Member Account. In Administration - Groups - Senders - the specific Broadcast Tag that the member can send a message on must be specified.

The screenshot shows the 'SENDERS' tab for a Broadcast Tag. The table below lists the members who can send messages on the Broadcast Tag:

NAME	TAG	TYPE	DEFAULT
BART Bunyip	B-BUNYIP	Group	ON

Below the table, there is a search bar and a list of members with their details:

ME:	FIRST NAME	SURNAME	EMAIL	PHONE
B	Bunyip Fire Station		bunyipfire@dcsi.net.au	0356295349
J	Jason	Boler	jason@earthbolt.com.au	0437197591