# **Register Your Account in SmartHub (Web)**

#### STEP 1



From the SmartHub login screen, click on **Sign up to access our Self Service site**.

#### STEP 2



Fill out the registration form completely and click the **Submit** button.

#### STEP 3



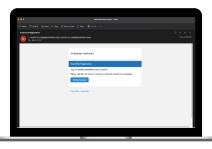
Enter the requested account information in order to verify your identity and click **Submit**. Answers must match account info exactly.

#### STEP 4



When successful, you'll get a congratulations notification like this.

#### STEP 5



Check your inbox for an email that will contain a button asking you to **Verify Your Account**.

#### STEP 6



You will then be taken to a screen asking you to set your new password.

## STEP 7



After you set your password, you'll be asked if you want to try Paperless Billing. Click **Yes** and **Submit** to activate.

# STEP 8



The final step will be to set your security phrase. Once you have done that, you are ready to use SmartHub!

## STEP 9



You will be asked to review your notification settings in SmartHub. Click **Yes** to view those settings.

## STEP 10



On the notifications settings screen, you'll be able to set alerts in the categories of Billing, Service, Events, and News.

# STEP 11



Congratulations! You have successfully registered your account. Browse around and see all the ways to save time and money.