



STEP



On your mobile device, open your app store.

STEP 2



Search for SmartHub and look for the SmartHub icon. Follow the instructions to install the app on your device.

STEP 3



Once the app installs, tap the **SmartHub icon** on your device to open the app.

STEP



After SmartHub opens to the initial launch screen, tap the appropriate button to search by **Name**.

STEP



Enter the name **Southwestern** in the search bar and tap the Search button. Next, tap on our name in the search results. STEP



Tap the **Confirm** button to confirm your choice.

STEP 7



From the SmartHub login screen, tap the link that says **Don't have an account? Register now.**

STEP 8



Fill out the registration form completely. Tap the **Continue** button.

STEP 9



On the security check screen, answer all of the security questions. Tap the **Register** button.







STEP 10



You will receive a notification telling you that a verification email has been sent.

STEP 11



Open the email and tap the **Verify Account** link to continue.

STEP 12



Next you will set your **new password** on your account. Type your new password in twice and tap **Save**.

STEP 13



Return to the log in screen on the app and use your email address and new password to log in for the first time.

STEP 14



If you would like to activate Paperless Billing move the **Activate Paperless Billing slider** to the right and tap **Save**.

STEP 15



You will be reminded to visit the notifications area to manage your settings. Tap **Ok** to continue.

STEP 16



Congratulations!

You have successfully installed the app and registered your account!

