

# NEIGHBORS APP OVERVIEW

## Request Status

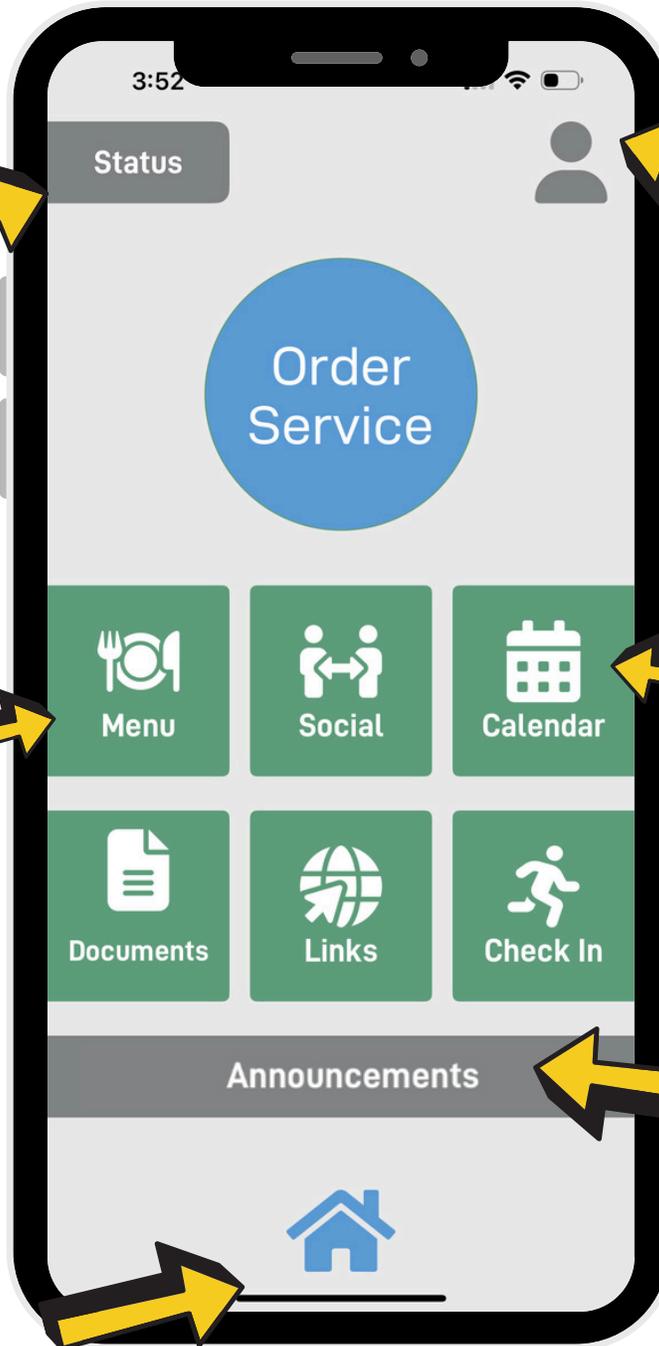
Click to view all requests status.

## Services

Click "Order Service" to select from available categories and place an order.

## Menu

Click here to access your menu and order food.



## Profile

Edit name or password. Check off personal interests and other items.

## Calendar

Click "Calendar" to see community wide and personal events.

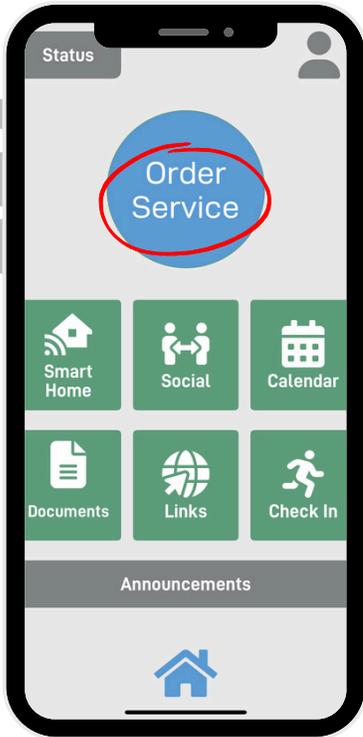
## News & Announcements

View News & Announcements.

## Home

Click here to navigate back to this page.

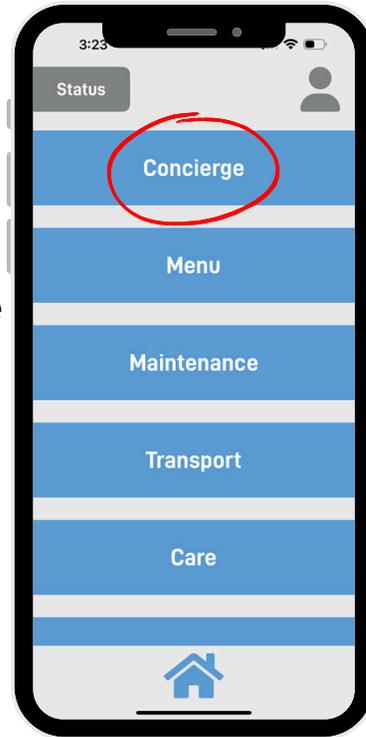
# REQUESTS ON NEIGHBORS APP



## 1. Click “Order Service”

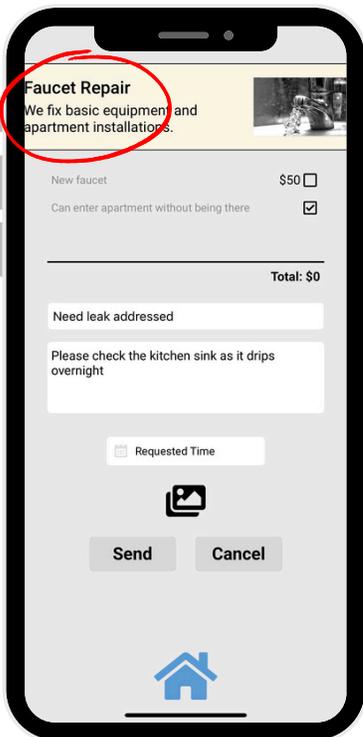
Use your finger to scroll up and down to view more departments.

Click the department to select your specific request.



## 2. Select your category

Each category will present a set of available services.



## 3. Send service request

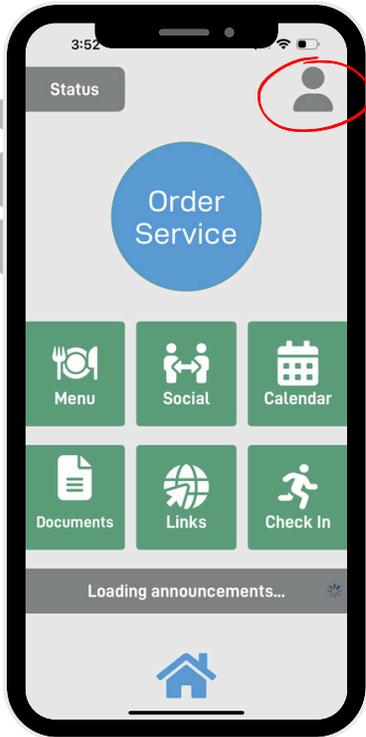
If available, select any add ons. Check to make sure all details are correct.

Choose if you want this request now or schedule it for the future.

Your community will ultimately approve and schedule the request, and alert you once the request is accepted and scheduled.

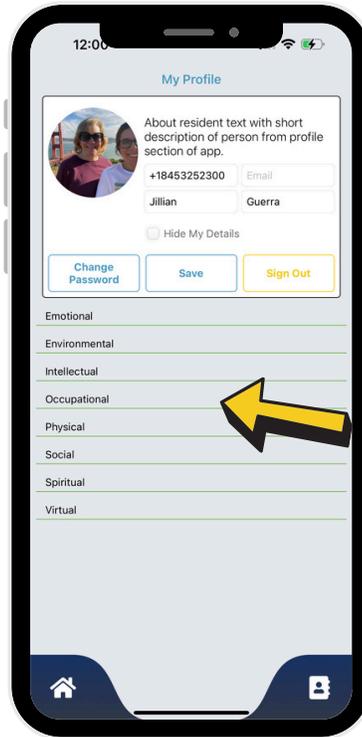
To view your status, click the bell icon on the top center on the home page.

# PROFILE ON NEIGHBORS APP



## 1. Select your Profile icon

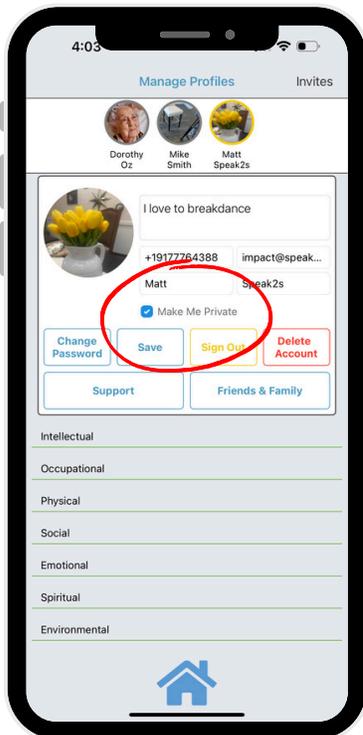
This is in the top right corner.



## 2. Edit your Profile

Update your name, email, or password.

Click into any category to select your interests, likes, and hobbies.



## Make Me Private

If you would like your account and details to be private, click this box and hit "Save".

By clicking this, the following is enacted:

- Other residents cannot see your profile
- Your daily activity is hidden from family
- Others cannot sign you up for events and meals