Create Alerts in EDDMapS - Create an alert based on a specific location or a specific organism or group of organisms. You can choose to receive an alert only when a new organism is reported in your area. When a report meets the criteria you choose, you will receive an email alerting you. Quickly delete Alerts you have set up with the click of a button.

1. The first step is always to sign in to your EDDMapS account.

2. Click on your My EDDMapS tab. This will take you to your dashboard for EDDMapS.

3. In your dashboard click on Alerts.

4. Choose the location you want to monitor. Select the U.S. state or territory first. This automatically populates the correct counties, etc. for you to choose from.

5. If you want to receive alerts for any pest Disease, Wildlife, Insect, or Plant reported in your county or state use Division to make that choice.

6. Narrow down the field a little, by setting up your alert by Category. For example rather than all Wildlife, you might choose Aquatic Animals.

7. Create an alert based on one genus or species. Just begin to type the name into the Select a subject field. The name of any organism having that combination of letters will appear in the dropdown menu.

8. In this example we chose Colorado, and Saguache County. We chose to be alerted when an acacia was reported, but by checking the New Only box we will only be alerted when a new acacia is reported in that area, rather than every time one is reported. Click Create Alert.
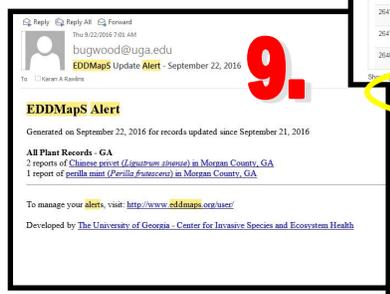
9. When a report meets the criteria you choose, you will receive an email alerting you. It is easy to change or delete an alert, so it's a quick fix if you get more email Alerts than you expect.

10. Quickly Delete alerts with the click of a button.