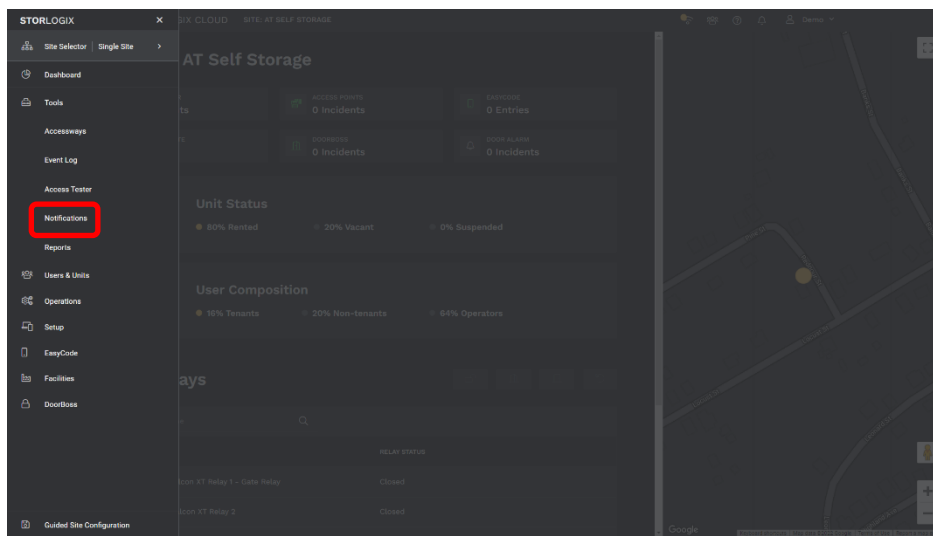


## How to Setup Webhooks.

Remember...

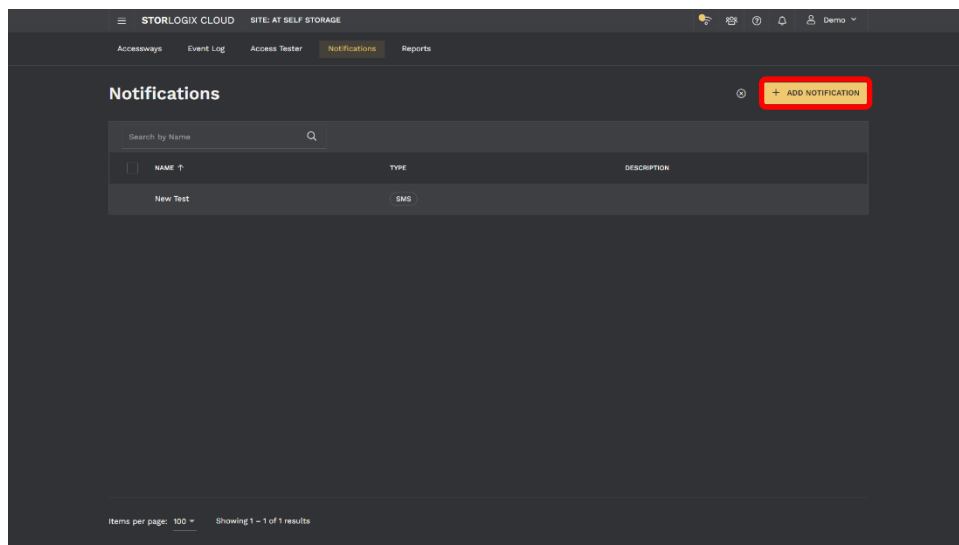
To function correctly, the third-party company wishing to employ Webhooks must have a data repository with URL setup beforehand.

### 1. Open Notifications



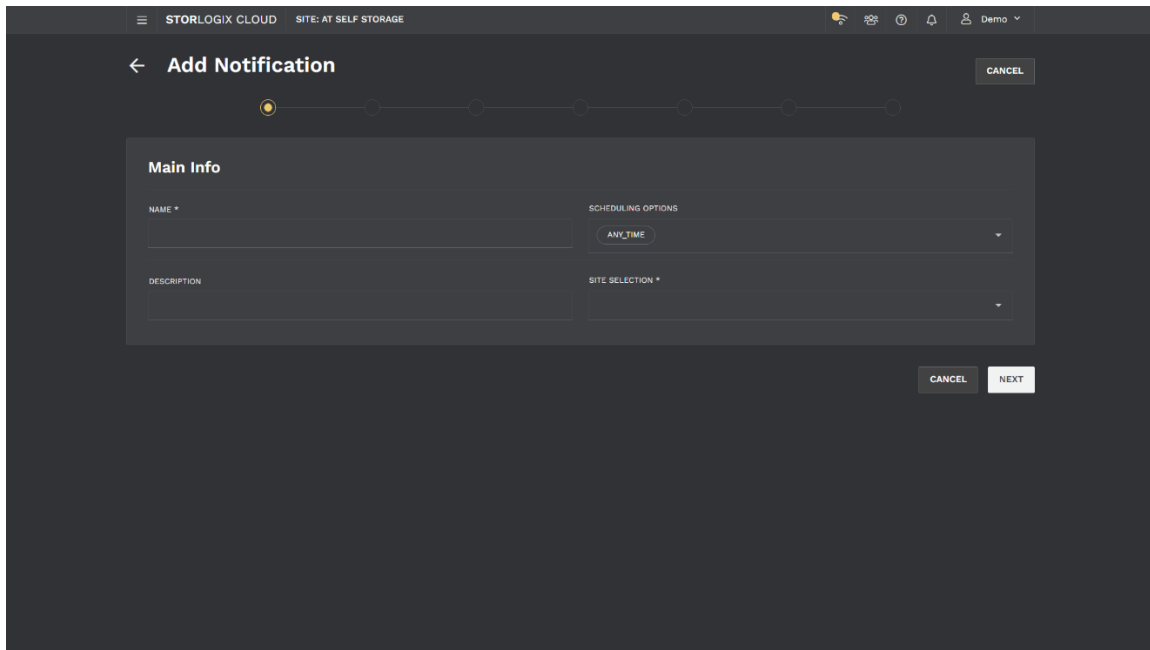
Access the StorLogix Cloud Flyout Menu, Click Tools, then Notifications.

### 2. Click "Add Notifications"



You will find this button in the upper-right-hand corner of the page.

### 3. Setup Notifications as Normal



The screenshot shows the 'Add Notification' setup wizard in the Storlogix Cloud interface. The interface is dark-themed. At the top, there is a navigation bar with 'STORLOGIX CLOUD' and 'SITE: AT SELF STORAGE'. Below the navigation bar, the title 'Add Notification' is displayed with a back arrow and a 'CANCEL' button. A progress indicator shows the current step is selected. The main form area is titled 'Main Info' and contains four input fields: 'NAME \*', 'DESCRIPTION', 'SCHEDULING OPTIONS' (with a dropdown menu showing 'ANY\_TIME'), and 'SITE SELECTION \*'. At the bottom right of the form, there are 'CANCEL' and 'NEXT' buttons.

Go through the setup wizard for Notifications.

- Enter the Notification's Name, Site, and Schedule
- Select the Events triggering the Webhook to send the Data
- Select if a particular Tenant or Unit triggers the Webhook to send Data
- Set up SMS, Email, or Push Notifications that accompany the Webhook Data Push

#### 4. Setup Notifications as Normal

STORLOGIX CLOUD SITE: AT SELF STORAGE

← Add Notification CANCEL

Webhook

WEBHOOK URL

JWT SECRET KEY

SECRET KEY LAST UPDATED

SECRET KEY EXPIRATION DATE

BACK SUBMIT

Enter the Webhook's predetermined information.

- The Webhooks URL
- The JWT Secret Key (Password)

Press the Submit Button when Done

Do not forget to click the toggle button to the "ON" Position