Technology has changed the way we communicate. The growth of social media and seemingly endless capabilities of smartphones and tablets allow us to access and be instantly notified of news and information like never before.

Several months ago, we developed a smartphone app tailored to NALC members. The app has quickly become the primary way to receive and access job-related information for thousands of NALC members.

Taking advantage of this technology by downloading the app allows members to receive push notifications on a variety of topics that are selected when the app is downloaded. The “News” section of the app is constantly updated with the latest news that matters to letter carriers.

The app includes nearly every workplace resource used daily by shop stewards, such as the National Agreement, the ICAM, the MRS, the M-39, the M-41, the ELM, the CCA Resource Guide, COLA and pay charts.

The “Government Affairs” section of the app includes legislative news, information about every member of Congress, congressional committees that are relevant to the Postal Service and current legislation. You can also access the latest legislative update from our Department of Legislative and Political Affairs, as well as review an archive of past updates.

The app is developed for all members, not just grievance handlers and legislative and political activists. The “Member Benefits” section contains information for new members and benefits that are available for all members. The app allows you to easily view NALC’s social media content on Facebook, Twitter and Instagram.

As letter carriers know, our system of rotating days off is unique. Whether you have a rotating or fixed schedule, the calendar in the app makes it easy to see non-scheduled days years into the future. When your non-scheduled day lands on a holiday, the app shifts the holiday designation to the correct day. The calendar is also linked to the NALC Google calendar, so you’ll see important dates marked in red.

We are currently working on improvements and additional functionality that will be useful to all members on a daily basis, much like the calendar. I encourage all members to take full advantage of this resource and download the app that is designed for you. Below are basic instructions of how to download the app on Apple and Android phones.

**Installation instructions**

**On Apple iPhones, find the App Store (the letter A in a circle on a blue button) on your phone’s home screen.** When it opens, go to the search button (with the magnifying glass) on the lower right and click it. In the gray search bar at top, enter “NALC Member App.” Then click the blue search button in the lower right. When you see the app, click the blue “Get” button to the right, and then it will turn to a green “Install” button. Click that. You will be asked for your password or touch ID, depending on how you’ve set up your phone. Once you authorize the installation, it will begin. When completed, there will be a blue “Open” button, if you want to use it immediately. The NALC Member App also will appear on your home screen for whenever you want to use it.

While the app was built for phones, it can be used on iPads as well. Follow the instructions above, but your search will not find the NALC Member App. Simply go to the top left where it says in blue, “iPad Only” and change it to “iPhone Only.” You should now be able to download the app with the instructions above. Once the iPhone app is installed, you’ll notice that it will automatically scale up to display full-size on the iPad screen, causing the buttons, fonts and graphics to look proportionately larger than normal.

**On Android phones, find Google Play (sometimes called Google Play Store or Play).** It looks like three overlapping triangles pointed right. When it opens, go to the search bar at the top and enter “NALC Member App.” Click on the entry with the red, white and blue NALC logo, and then click on the green “Install” button. If it asks if you’ll give the app access to your location, click the “Accept” button (location is used only to personalize push notifications and to give you a precise congressional directory). After it has installed, there will be a green “Open” button, if you want to use it immediately. The NALC Member App may appear on your home screen. If it doesn’t, go to your phone’s Apps function to find it and drag it to the home screen.