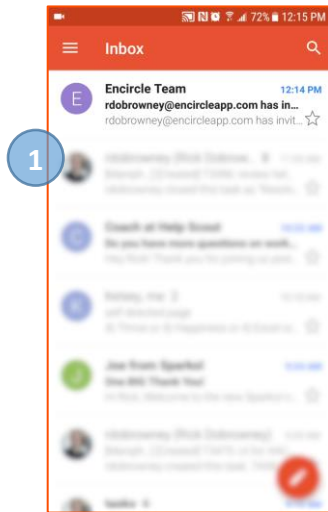


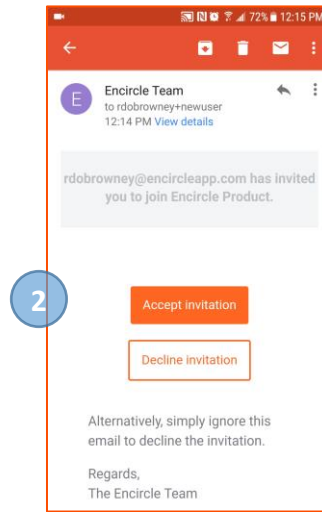
Installing the Encircle app

The Encircle app can be downloaded and installed directly from the various app stores per your device. Typically, you will receive an invitation from your Administrator.

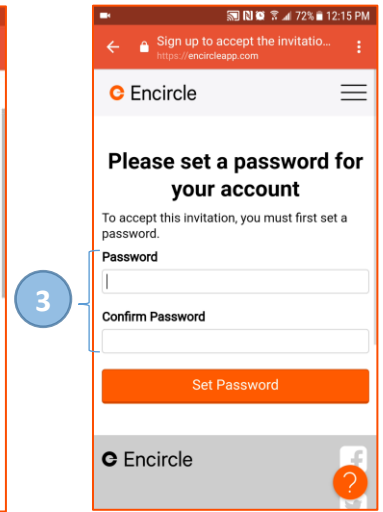
1. Go to the email sent from Admin. and click on the **Link**.



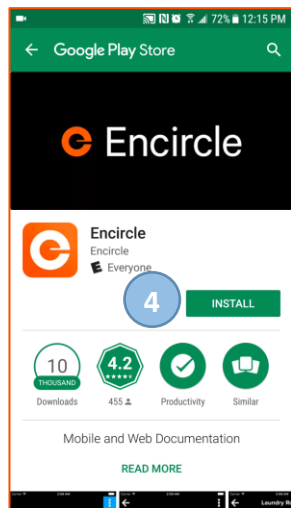
2. Press **Accept Invitation**.



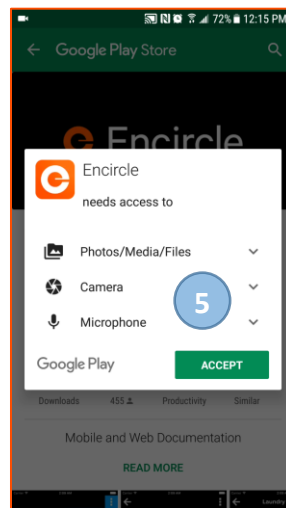
3. Enter a password and confirm it.



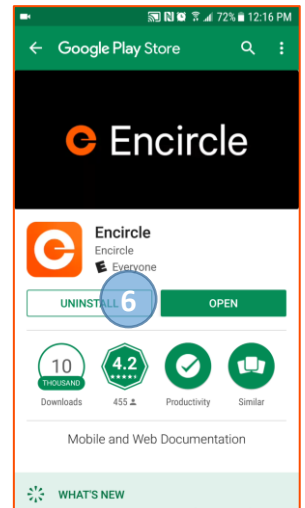
4. Press **Install**.



5. Press **Accept**. The app will download and install.



6. Press **Open**.



Log In to the Encircle app

1. Press on **Log in**. (since you already have an account from prior steps).
2. Enter you email address, password and press **Log In**.
3. You will notice claims assigned to you under **My Claims**. This is where you find claims you create or self assign to.
4. **All Claims** shows all the claims in your organization. You can view and “tap” to self-assign to any of these claims based on your permissions.
5. Xact Claims are those from the Xact auto-notifications, if enabled.
6. Network signal strength and settings are seen and changed here.

