

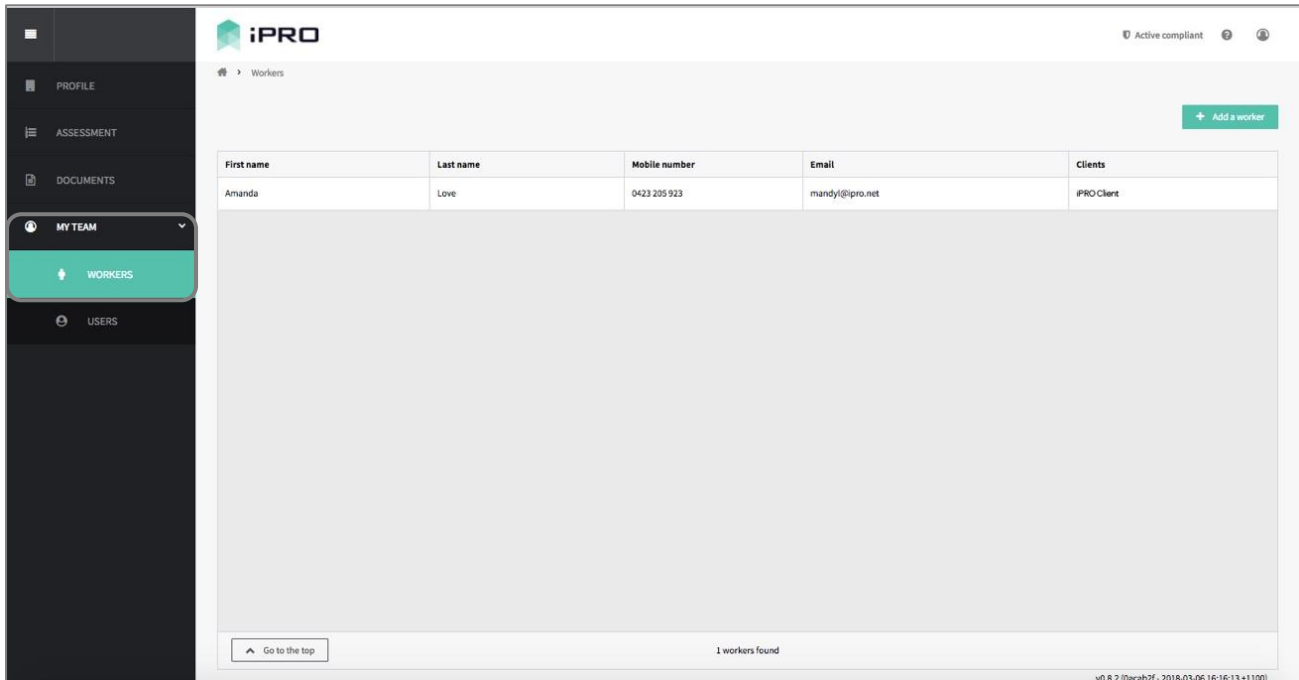
iPRO Access App

Quick Tips

- Invite your workers to download the iPRO Access App. on their smartphone.
- iPRO Access App checks your organisation and worker's compliance status and grants or denies site access.
- The client location list view informs workers which sites require iPRO Access check-in with a reference to 'Check-in required'

Invite a worker to the iPRO Access App

1. Click **'My Team'** from the left hand navigation menu.
2. Click **'Workers'** from the left hand navigation menu (refer below).

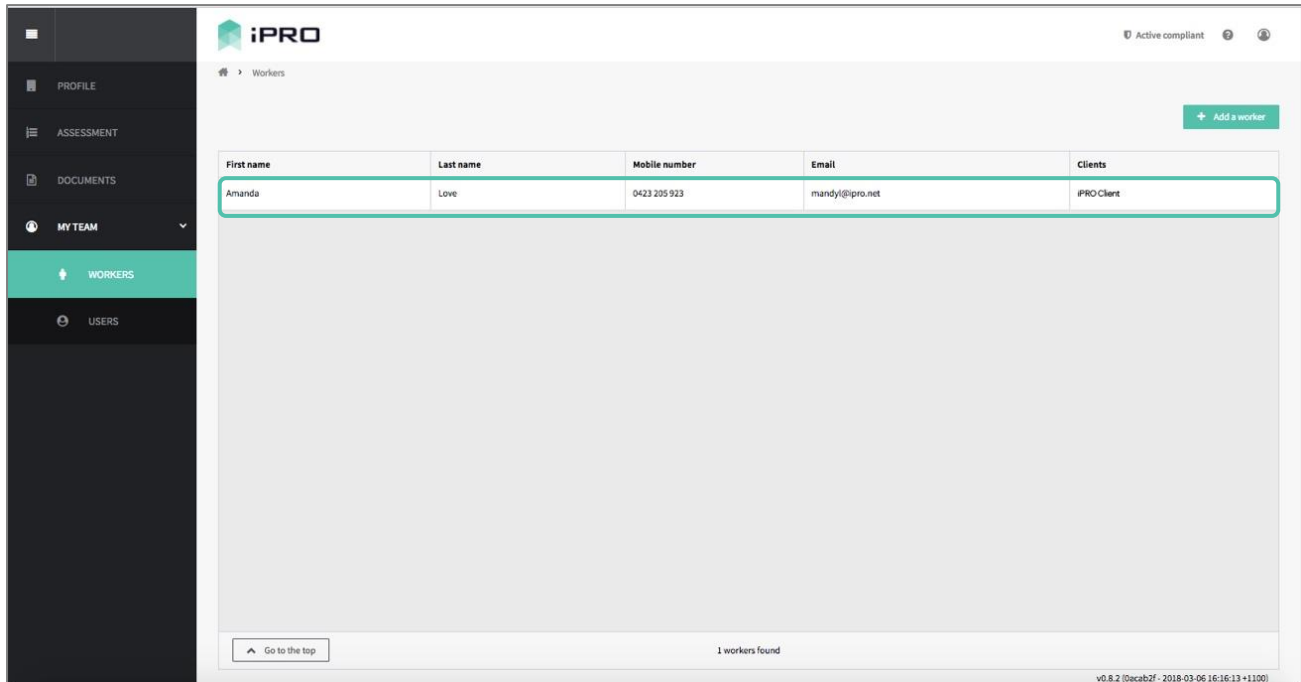


The screenshot displays the iPRO web application interface. On the left, a dark sidebar contains a navigation menu with options: PROFILE, ASSESSMENT, DOCUMENTS, MY TEAM (selected), WORKERS (highlighted in green), and USERS. The main content area is titled 'Workers' and features a table with the following data:

First name	Last name	Mobile number	Email	Clients
Amanda	Love	0423 205 923	mandy@ipro.net	iPRO Client

Below the table, it indicates '1 workers found'. At the bottom left of the table area is a 'Go to the top' button. In the top right corner of the main area, there is a green button labeled '+ Add a worker'. The footer of the page shows the version 'v0.8.2 (0ecab2f - 2018-03-06 16:16:13 +1100)'.

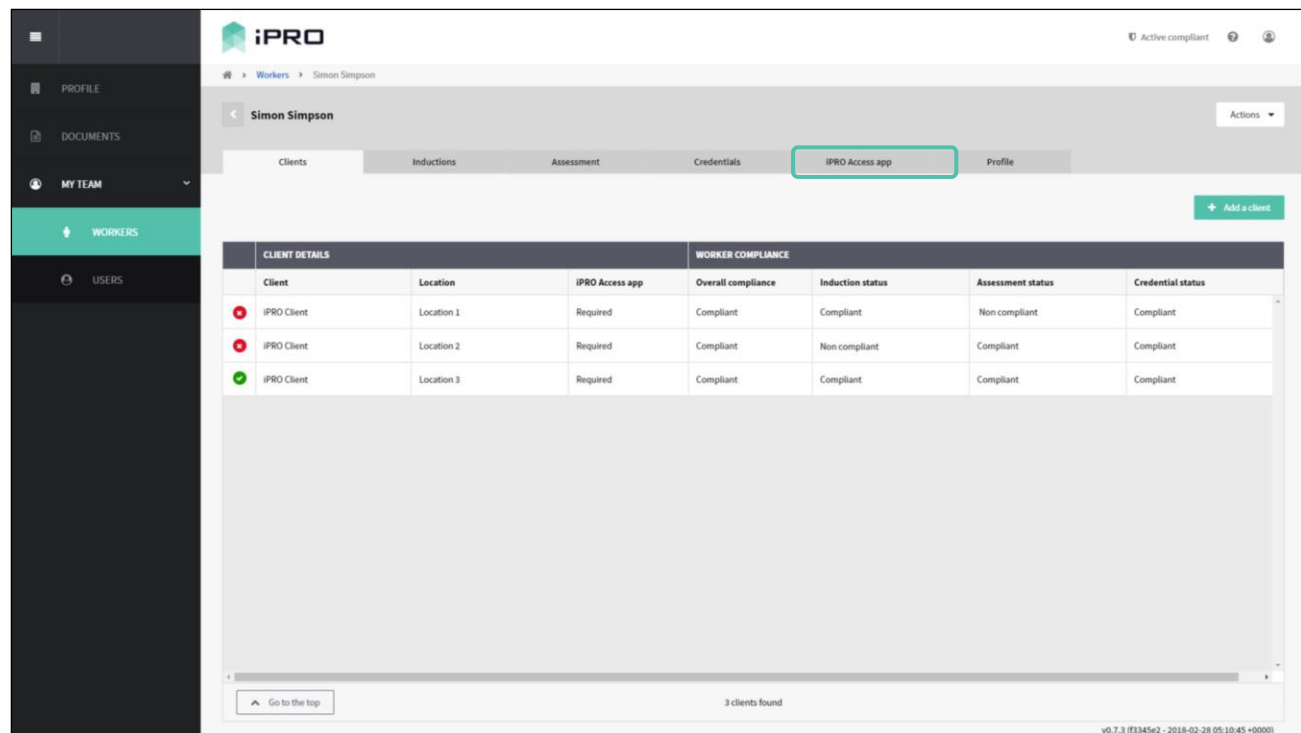
3. Click the worker you would like to invite to download the iPRO Access App (refer below).



The screenshot shows the iPRO Workers page. On the left is a dark sidebar with navigation options: PROFILE, ASSESSMENT, DOCUMENTS, MY TEAM, WORKERS (highlighted), and USERS. The main content area has the iPRO logo and 'Active compliant' status. Below the logo is a breadcrumb 'Workers' and a '+ Add a worker' button. A table lists workers with columns: First name, Last name, Mobile number, Email, and Clients. One worker is listed: Amanda Love, 0423 205 923, mandy@ipro.net, iPRO Client. At the bottom, it says '1 workers found' and 'Go to the top'.

First name	Last name	Mobile number	Email	Clients
Amanda	Love	0423 205 923	mandy@ipro.net	iPRO Client

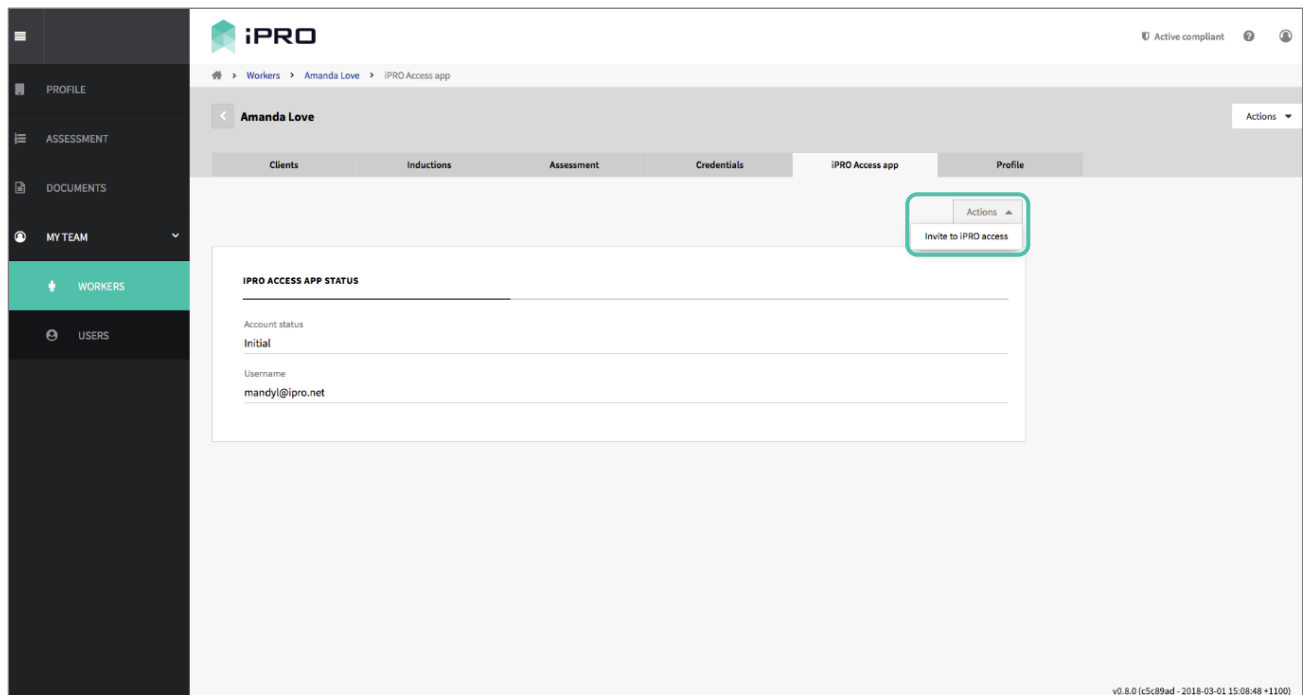
4. Click 'iPRO Access app' tab (refer below).



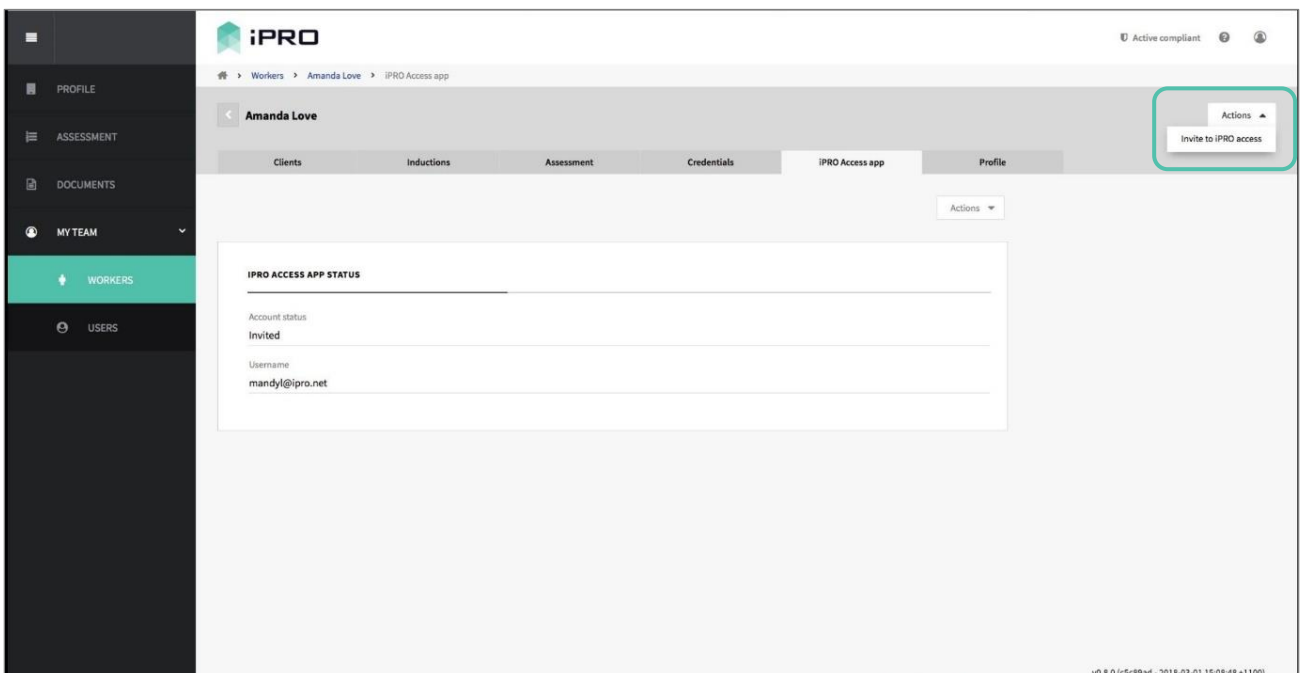
The screenshot shows the iPRO Simon Simpson profile page. The sidebar is the same as the previous screenshot. The main content area has the iPRO logo and 'Active compliant' status. Below the logo is a breadcrumb 'Workers > Simon Simpson'. There are tabs: Clients, Inductions, Assessment, Credentials, iPRO Access app (highlighted), and Profile. An 'Actions' dropdown and '+ Add a client' button are also present. A table shows client details with columns: Client, Location, iPRO Access app, Overall compliance, Induction status, Assessment status, and Credential status. Three clients are listed, all with 'Required' iPRO Access app status and 'Compliant' overall status. At the bottom, it says '3 clients found' and 'Go to the top'.

CLIENT DETAILS			WORKER COMPLIANCE			
Client	Location	iPRO Access app	Overall compliance	Induction status	Assessment status	Credential status
iPRO Client	Location 1	Required	Compliant	Compliant	Non compliant	Compliant
iPRO Client	Location 2	Required	Compliant	Non compliant	Compliant	Compliant
iPRO Client	Location 3	Required	Compliant	Compliant	Compliant	Compliant

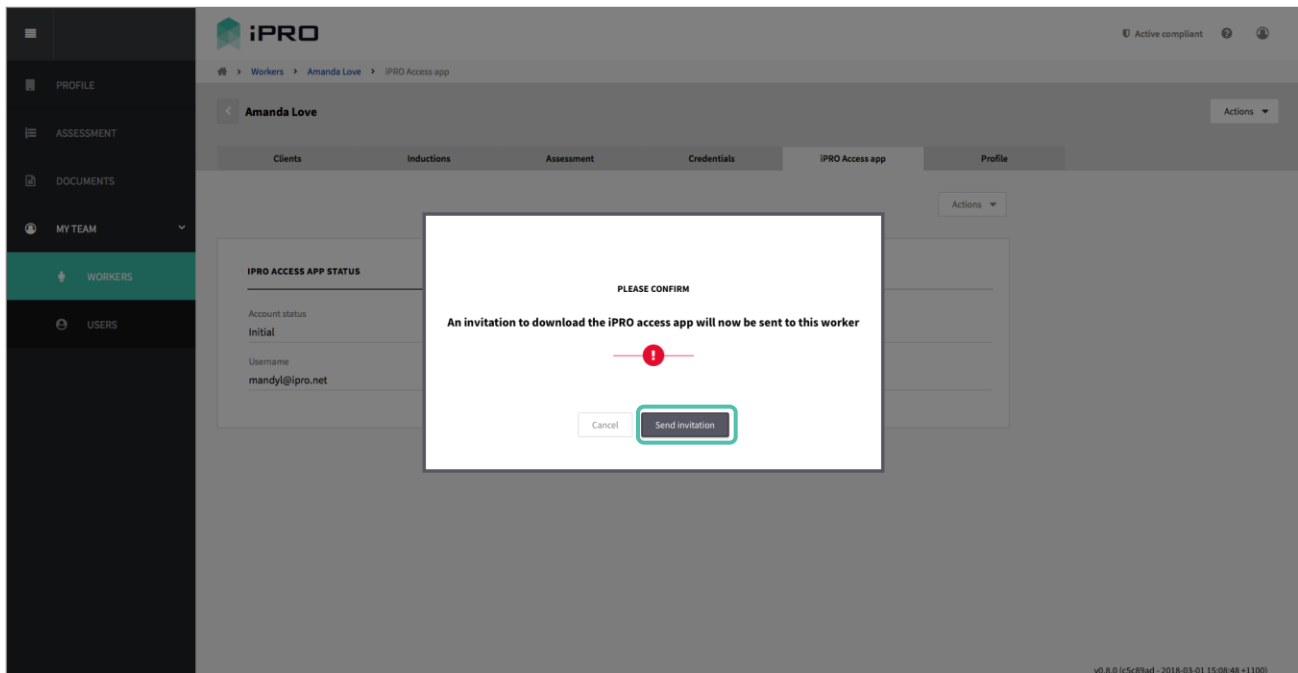
5. Navigate to Actions and click **'Invite to iPRO Access'** (refer below) or;



6. Navigate to Actions in the top right hand side and click **'Invite to iPRO Access'** (refer below).



7. The following screen will display (refer below).
8. Click '**Send invitation**' (refer below).



9. The worker will receive an email notification to register and download iPRO Access App.