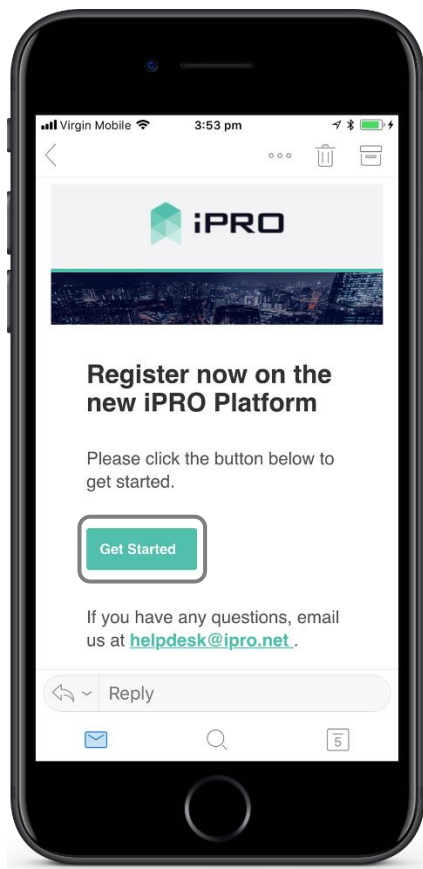# iPRO Access

Quick Tips

- An internet connection is required to download iPRO Access.
- Download iPRO Access on your smartphone (iOS or Android).
- Quickly check in and check out at client sites using the iPRO Access App.
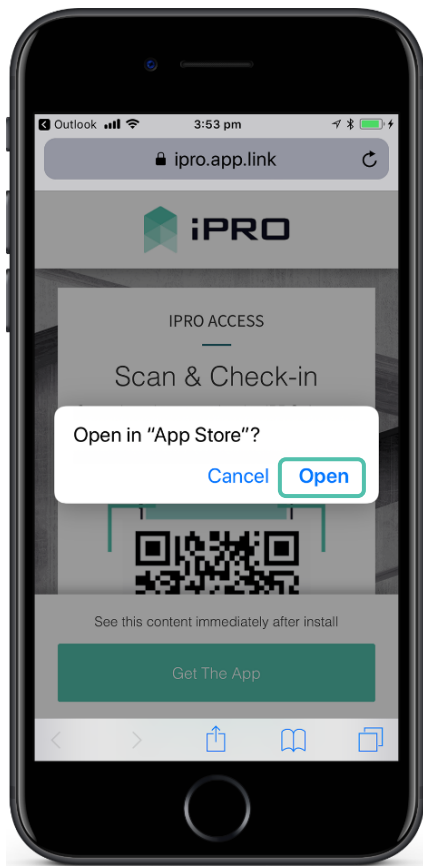
Download iPRO Access via Mobile

1. Once you have received your invitation to download iPRO Access, you can commence the download process either on your smartphone or a desktop computer (refer to User Guide iPRO Access App. Desktop if you would prefer to start the download process on your computer).

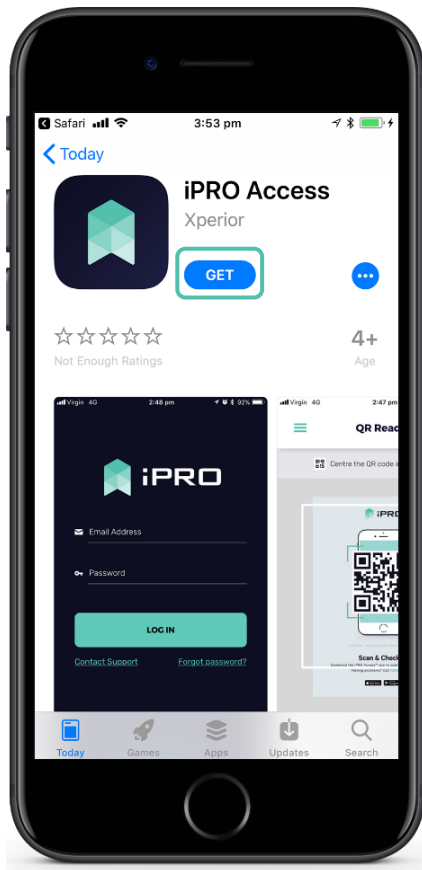2. On your smartphone, click '**Get Started**'.

3. The following screen will display on your smartphone, click '**Get The App**' (refer below).
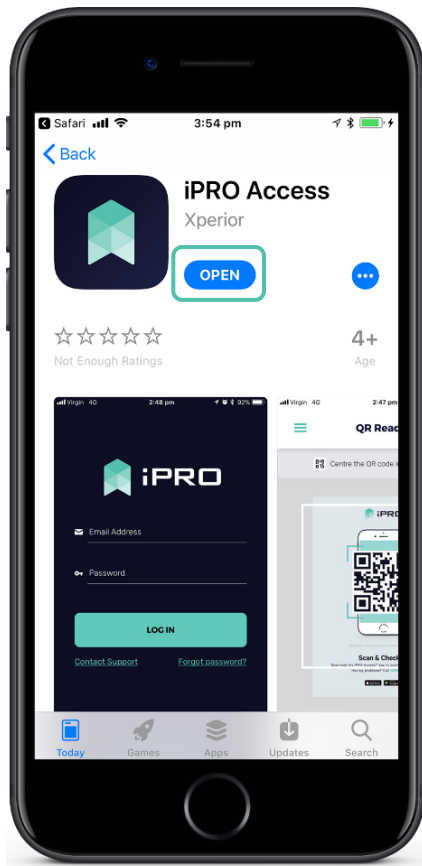

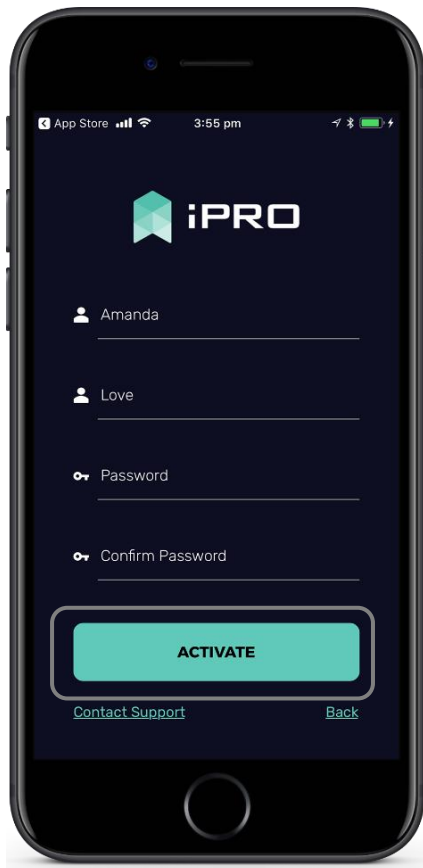4. Click '**Open**' to open the Apple store (refer below).

5. This will open into the Apple store, click **'Get'** (refer below).

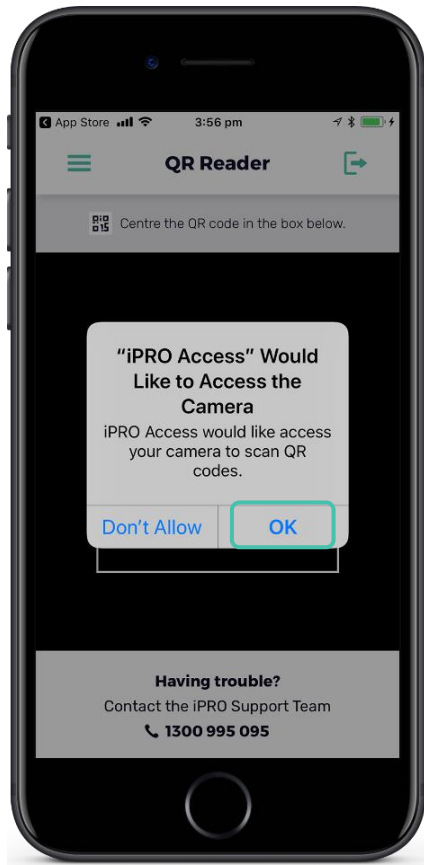6. Once downloaded, click '**Open'** (refer below).

7. Check your details, set and confirm your password, click '**Activate**' (refer below).

8. You will be prompt to provide approval for iPRO Access to use your camera feature to scan QR codes, click **'OK'** (refer below).
   Note: If camera access is not enabled, you will be unable to scan QR codes and check in.

9. You can now check in to your client's site by scanning the QR code located at the entrance of the site (refer to User Guide Worker Check-in & Check-out).
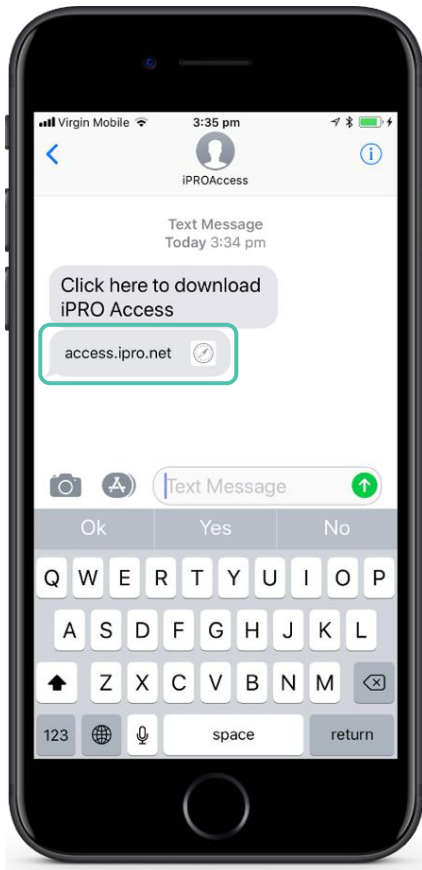   *Note: Each client's site location has a unique QR code for check in.*

Missed the iPRO Access download prompt

1. If you missed the screen to open iPRO Access in the Apple Store, a message would have been sent to your smartphone and available in notifications (refer below).

2. Open the message, click '**Access.iPRO.net**' link (refer below).

3. Follow steps 3 to 9 in download iPRO Access via Smartphone (refer above section).