

Contents

HSCloud Mobile – Field ..... 2

    HSCloud Mobile Installation..... 2

    Opening and Logging In ..... 4

## HSCloud Mobile – Field

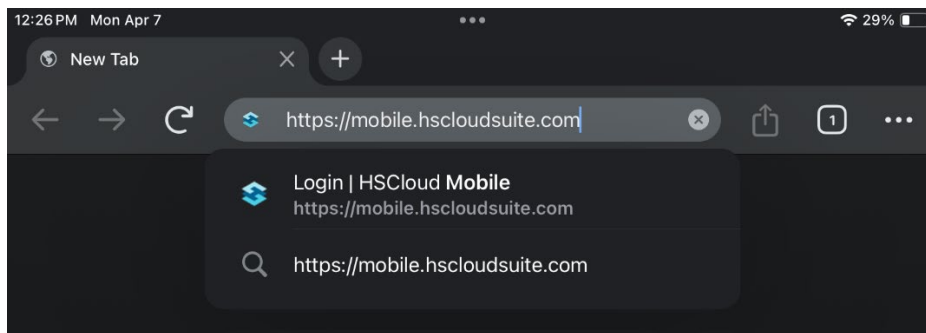
When using the iPad you have two options. You can connect to CloudSuite through the browser (i.e. Chrome) or you can use the HSCloud Mobile app. These directions are for how to use the app.

**NOTE:** The screenshots below are in “Dark Mode” on the iPad. Your view may differ if you are using “Light Mode”.

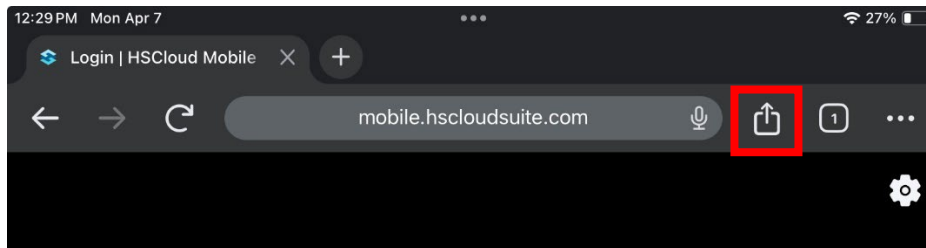
**NOTE: It is not recommended that you delete the existing App from your device currently.**

### HSCloud Mobile Installation

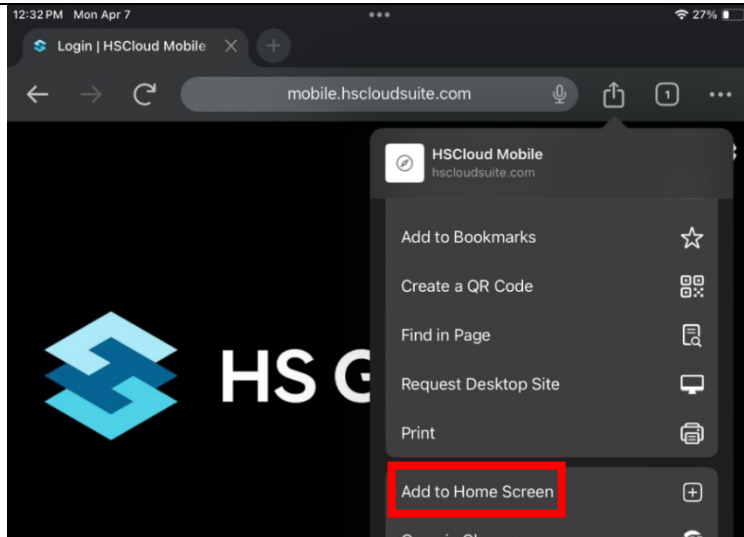
1. Unlike the previous version of the app, this will not be downloaded from the App Store. In Chrome, from your “Address and search bar”, enter `https://mobile.hscloudsuite.com` and hit enter:



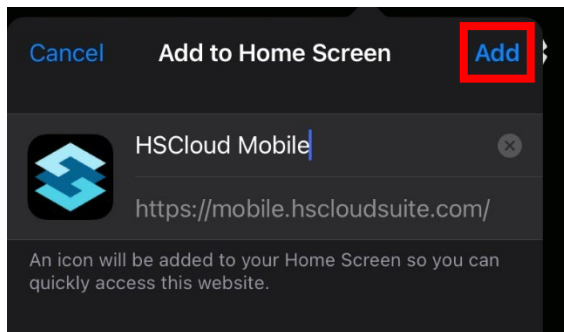
2. Open the Share menu available at the top or bottom of the browser:



3. Choose Add to Home Screen:



4. The HScloud Mobile app will display. Click on Add:



5. The app icon appears on your home screen:



## Opening and Logging In

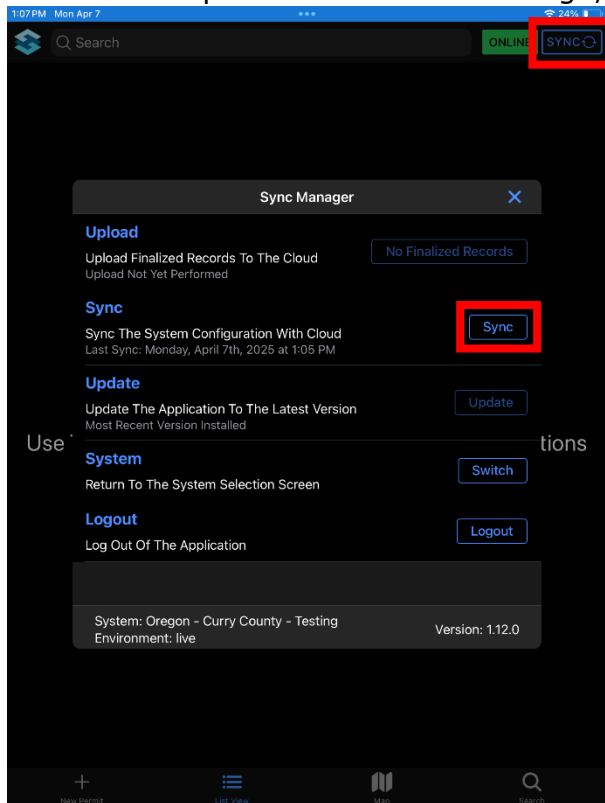
1. Make sure the device is connected to the internet. Click to open the HSCloud Mobile app.



2. Enter your login credentials with assigned email address and password. Make sure the device is connected to the internet. If you have access to multiple systems, you will see a list of all available systems. **NOTE: Counties with multiple systems can now use a single device.**

A screenshot of the HSCloud Mobile login screen. The background is black. At the top left, there is a blue geometric logo. To its right, the text 'HS GOVTECH™' is displayed in white. Below the logo and text, there are two input fields. The first field is labeled 'Email' and contains the text 'Email'. Below this field, there is a red error message that says 'Email is required'. The second field is labeled 'Password' and contains the text 'Password'. To the right of the password field, there is a small eye icon. At the bottom of the screen, there is a blue button with the text 'LOGIN' in white.

- 3.** Press the Sync button in the upper right-hand corner and "Run Update" to refresh the data. If the update date doesn't change, that means that no update is needed.



**Note:** You can now switch between different systems using the Switch button from this screen.

**\*\*Update/sync your system at least every 7 days to keep it current\*\***