



How do I install the App onto my device?

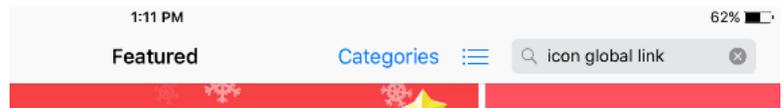
Icon Global Link's mobile application is available as a free download to users of Android, BlackBerry and Apple smartphones or tablets.

APPLE SOFTWARE

Step 1: Find the APP STORE on your device. This can be found among the different apps that come pre-installed on your device



Step 2: Open the APP STORE application and search for Icon Global Link.



Step 3. Download the application.



After you have search for Icon Global Link you should see a list of apps. Click GET on this app titled MOBILE FORM DATA to download the application.

Step 4. When you open the application from the HOME screen (the app will automatically be saved there after downloading) you will find this screen.



Enter your details that are provided from Icon Global Link. If you do not have these details please contact the Support Team on support@iglink.com.au or 1300 309 053.

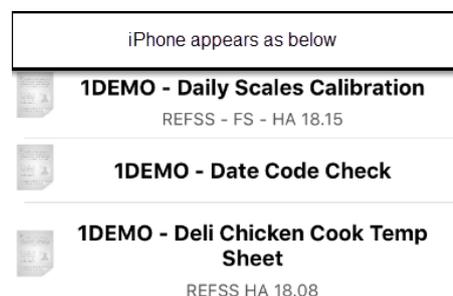
Step 5. Test your forms.

Now you have the forms available on your device it is important to test them to ensure that everything is connected correctly. To do this simply fill out each of you forms on the device ensuring to hit the SUBMIT button once completed. Once you have done this, login to your dashboard, and access the Data Capture report you would like to view (this will have the same name as the form on your device). Your data should appear in this report. If it does not please contact Icon Global Link Support on support@iglink.com.au or 1300 309 053.

iPad appears as below

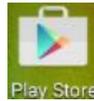


iPhone appears as below



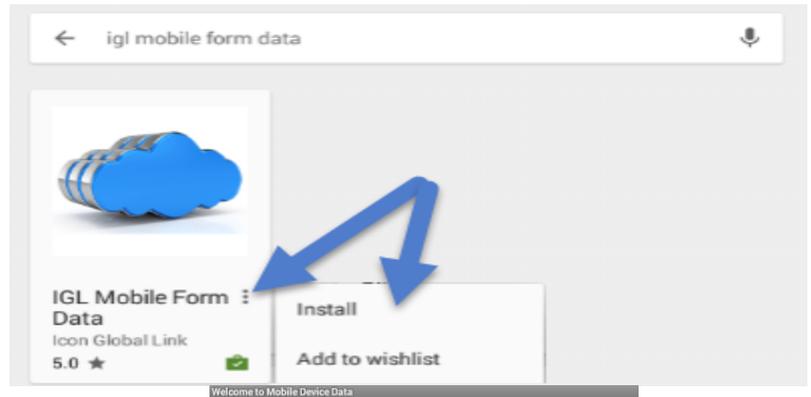
ANDROID SOFTWARE

Step 1: Find the PLAY STORE on your device. This can be found among the different apps that come pre-installed on your device.



Step 2: Open the PLAY STORE application and search for IGL MOBILE FORM DATA from within the search bar at the top of the screen. The app should appear.

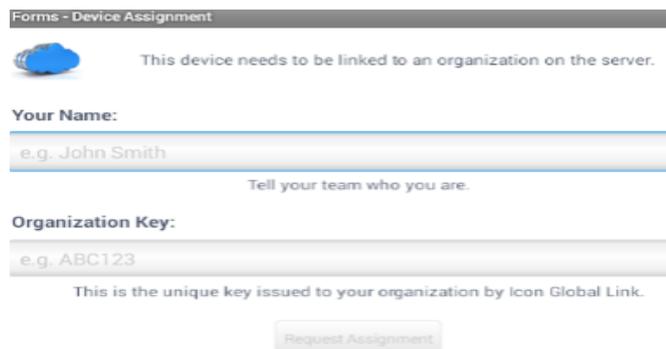
Once the app has appeared you can click on the 3 vertical dots next to the text saying IGL Mobile Form Data. This will open a menu where you can select INSTALL. Once you click on install you can follow the prompts to download the app.



Step 3. When you open the application from the HOME screen for the first time you will find this screen (the app will automatically be saved there after downloading) you will find this screen. Please click on JOIN YOUR ORGANIZATION to advance to the next step.



Step 4. Enter your details that are provided from Icon Global Link. If you do not have these details please contact the Support Team on support@iglink.com.au or 1300 309 053.

A screenshot of the 'Forms - Device Assignment' screen. It displays a message: 'This device needs to be linked to an organization on the server.' Below this, there are two input fields: 'Your Name:' with the example 'e.g. John Smith' and 'Organization Key:' with the example 'e.g. ABC123'. A note below the Organization Key field states: 'This is the unique key issued to your organization by Icon Global Link.' At the bottom, there is a 'Request Assignment' button.

Step 5. Test your forms.

Now you have the forms available on your device it is important to test them to ensure that everything is connected correctly. To do this simply fill out each of your forms on the device ensuring to hit the SUBMIT button once completed. Once you have done this, login to your dashboard, and access the Data Capture report you would like to view (this will have the same name as the form on your device). Your data should appear in this report. If it does not please contact Icon Global Link Support on support@iglink.com.au or 1300 309 053.

Android device APP should appear as below once configured

IGL Sandbox Forms	
	1DEMO - Goods Inwards REFSS HA 18.01
	1DEMO - Hot Food Storage Checks (Bain Marie, Self Serve Units) REFSS WS07
	1DEMO - Incident Report Online Incident Details