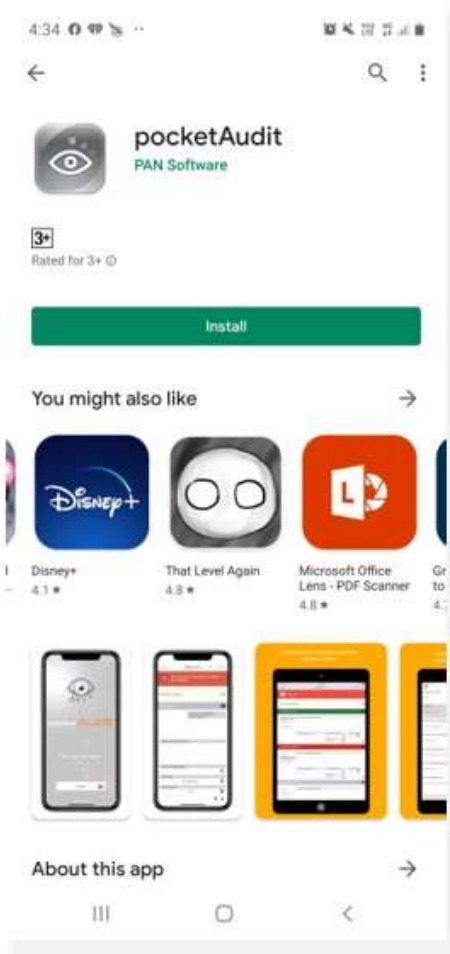




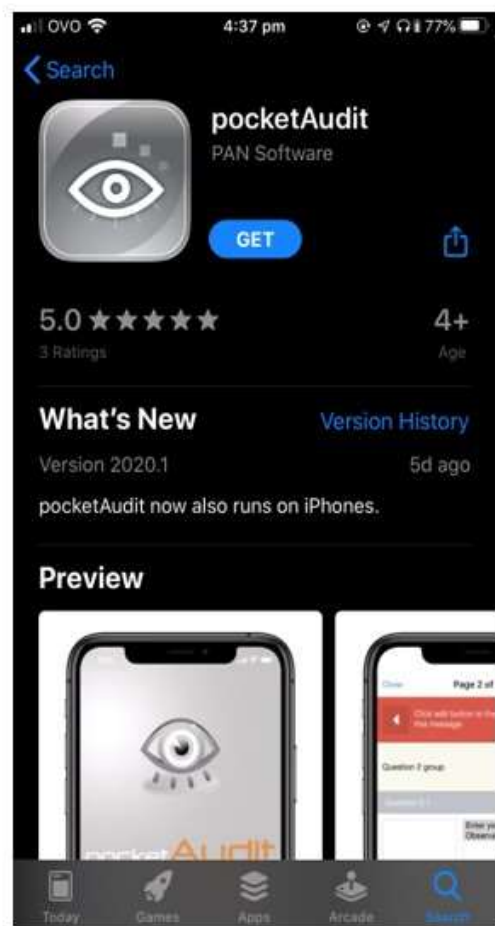
## Installation of pocketAudit

The pocketAudit mobile application is now available devices (including phones) on the Apple and Android platforms.

On your phone or mobile device, go to the App Store or Google Play and search for pocketSafety and download to your device.



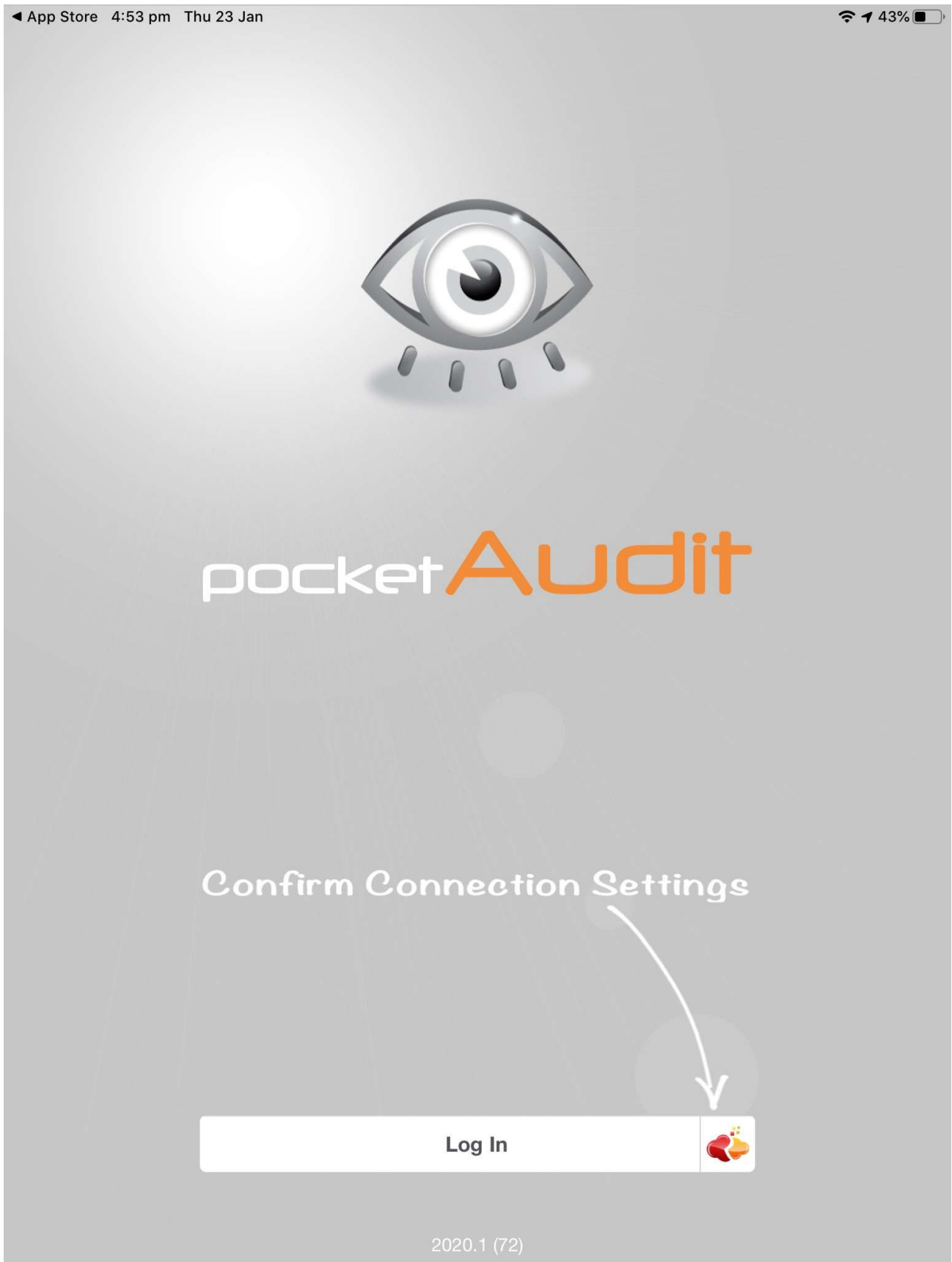
Google Play



App Store

## Opening pocketAudit for the first time

Tap the riskcloud.NET icon  to open the Connection Settings.

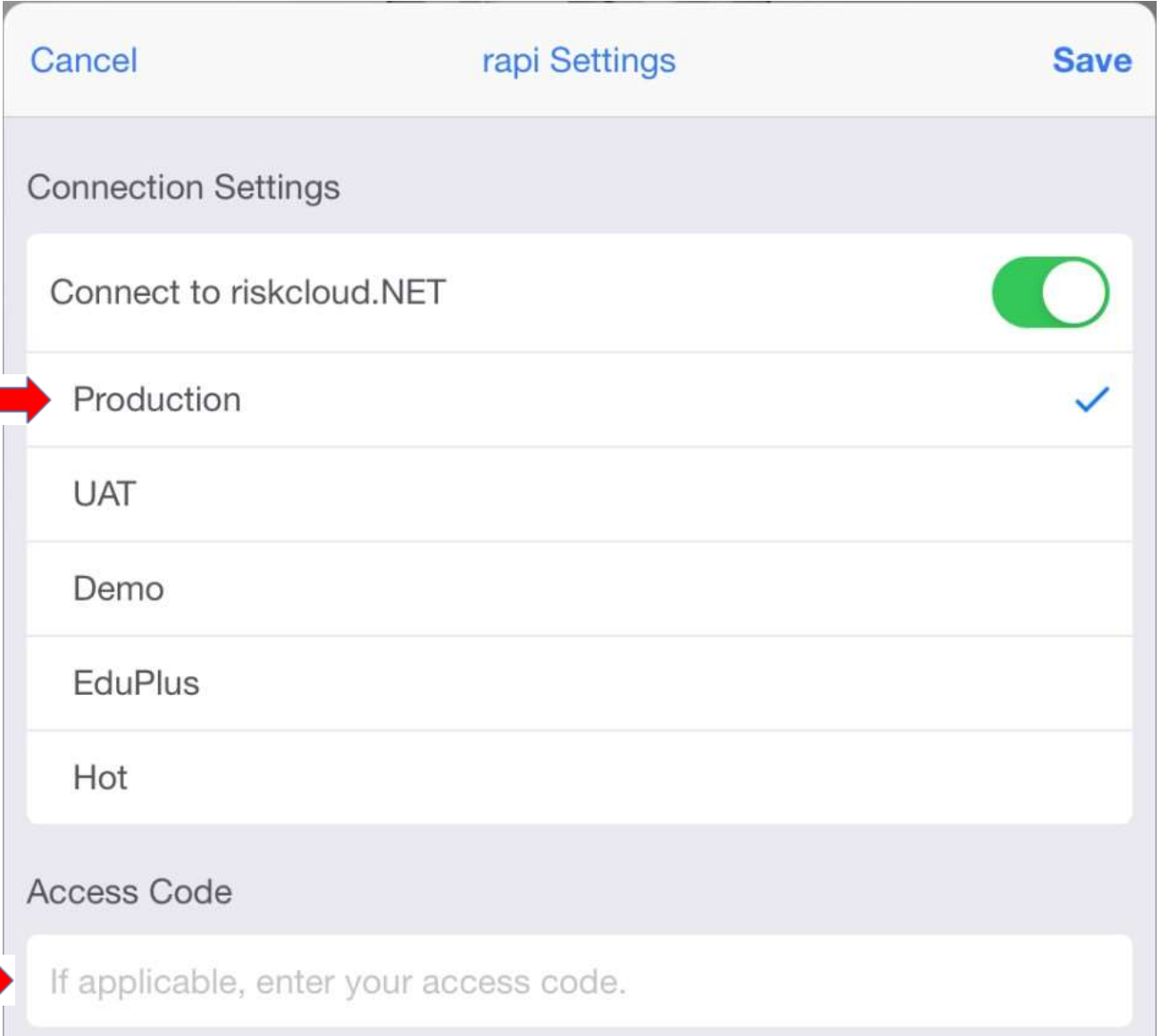


## Configure Connection Settings

Ensure the Production option is ticked

Enter the Access Code VC001 .

Then select Save.



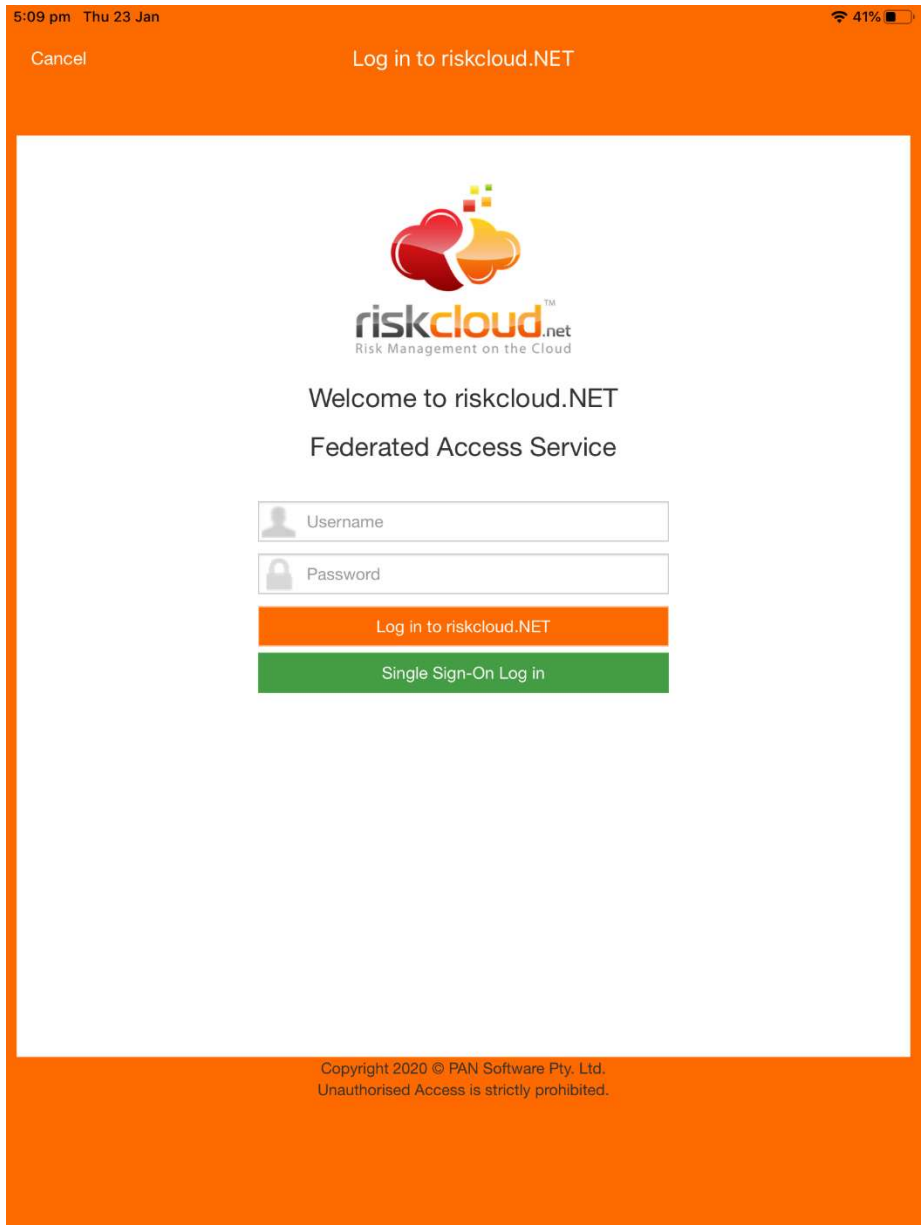
The screenshot shows the 'rapi Settings' dialog box with the following elements:

- Buttons: 'Cancel' (top left), 'Save' (top right), and 'rapi Settings' (top center).
- Section: 'Connection Settings'.
- Toggle: 'Connect to riskcloud.NET' (top right, green and turned on).
- Radio Buttons: 'Production' (checked with a blue checkmark), 'UAT', 'Demo', 'EduPlus', and 'Hot'.
- Section: 'Access Code'.
- Text Field: 'If applicable, enter your access code.' (with a red arrow pointing to it).

## Login to RiskWare

Enter your Username and Password, the same as you would use to Log into RiskWare.

If you use Single Sign On (SSO) tap the Single Sign-On Log in button. Otherwise tap Log in to riskcloud.NET

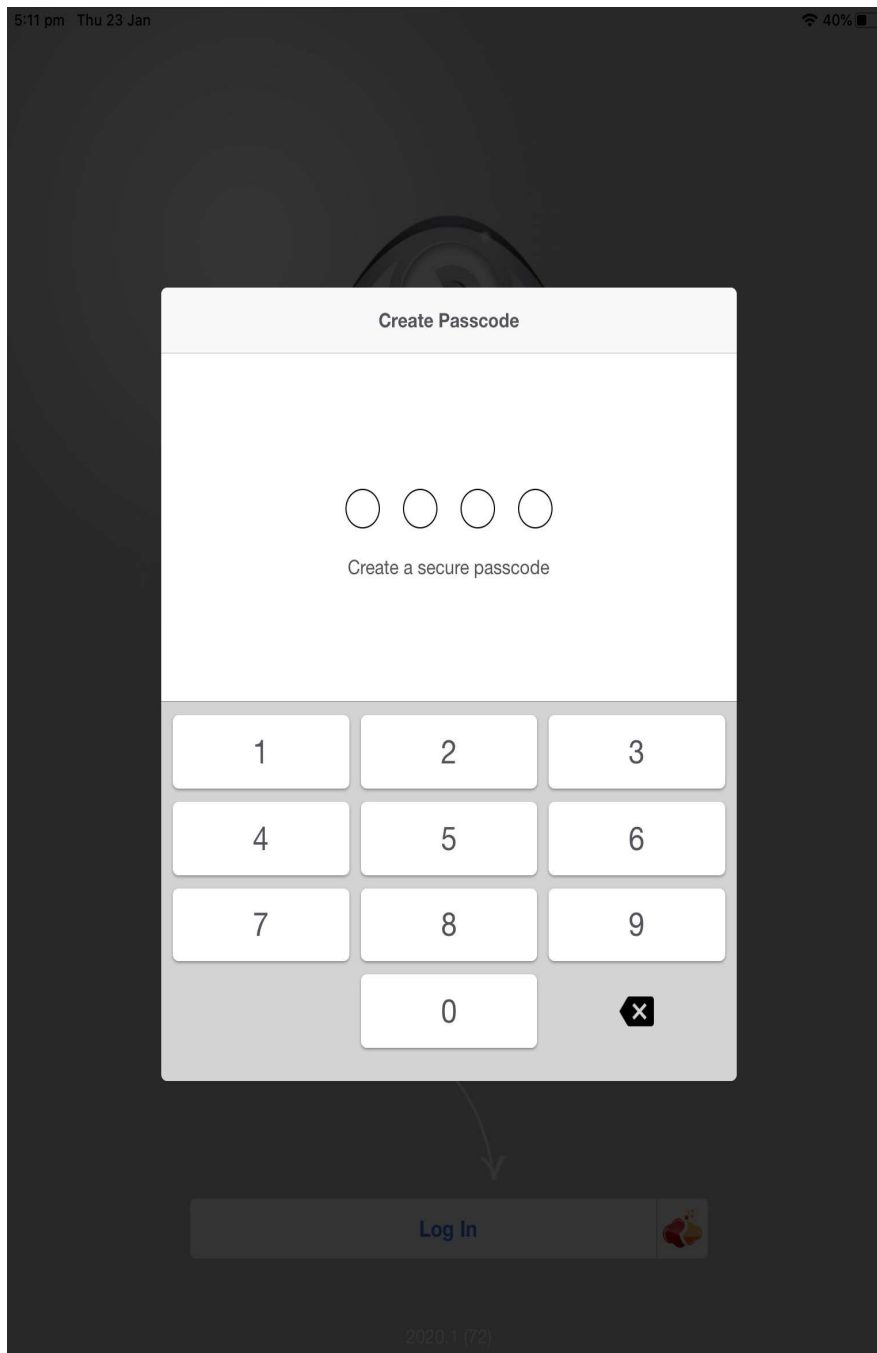



Note: Depending on the Organisation's Login method, you may or may not see both buttons on the Login screen.

## Set Passcode

Enter a Passcode to allow easy access back into pocketAudit, if you have closed the app without logging out.

Note: If you do logout, you will need to login again.



Congratulations! pocketAudit is now ready to use. You may navigate between functions by tapping the menu  icon.

Your menu options depend on your level of access, and you will only be able to action Audits which have already been scheduled, but you will be able to undertake new inspections that are in the library.