

## Mobile Haystax Quick Start Guide

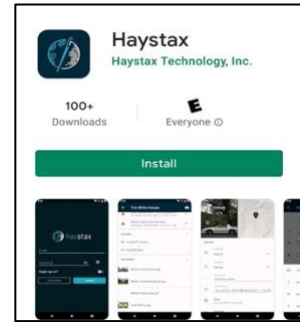
Mobile Haystax is an application for iOS and Android platforms. A username/password is needed to use it.

### 1. DOWNLOAD THE APP

Connect to the Apple App Store or Google Play Store by running the App Store or Play Store application on your device. Search for "Haystax," select the Haystax application, and then hit "Get" or "Install." You may need to enter your iTunes/Google password to complete the download.



iOS



Android

### 2. LAUNCH THE APP

Touch the Haystax icon on your phone to launch the application. The app will display the Workspace URL. Click "Skip" to move to the login screen. Use your credentials to log in. You may get a pop-up window that says "Download Required," which is necessary to download system data to use offline. Click "Okay."

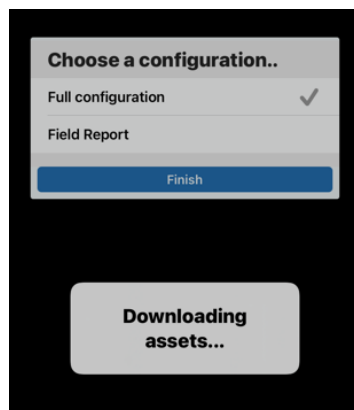


iOS



Android

To proceed you will need to select a configuration. Choose your configuration settings and select either "Finish" or "Continue." Selecting "Full configuration" or "All Apps" will download all apps including field reports. Selecting the "Field Report" configuration will download data only in that app. The download may take a couple minutes.



iOS



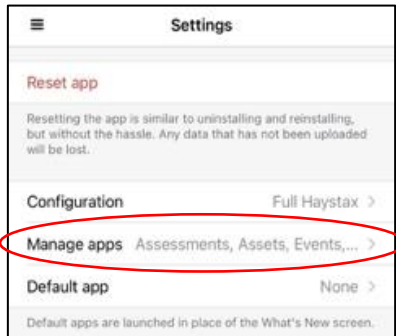
Android

### 3. USING THE APP

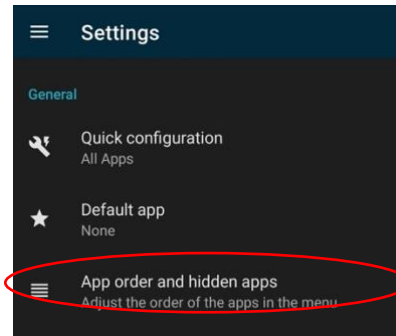
The App may prompt you to allow use of your location, which is necessary for automatically geo-locating data created in the app or sharing your location with your team members. Click "OK" to allow. You are now ready to use the app.

### 4. MANAGING APPS

If you would like to streamline the app’s main menu by hiding unused apps, go to “Settings” and choose “Manage apps” or “App order and hidden apps.”

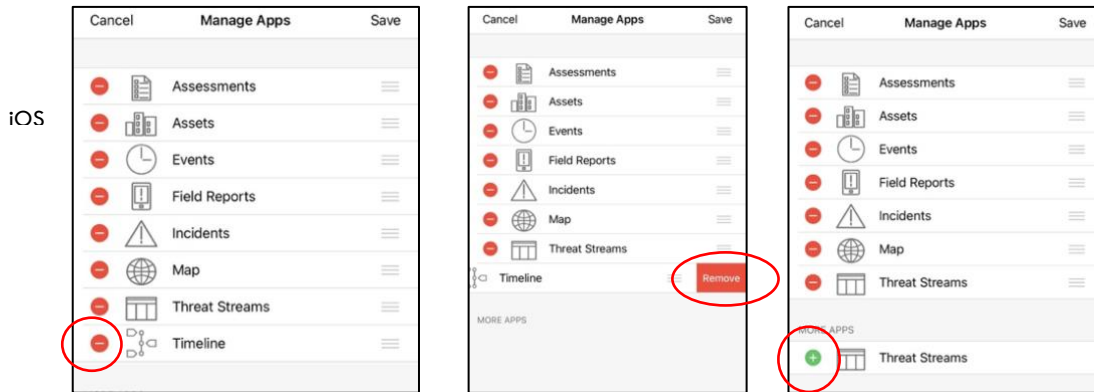


iOS

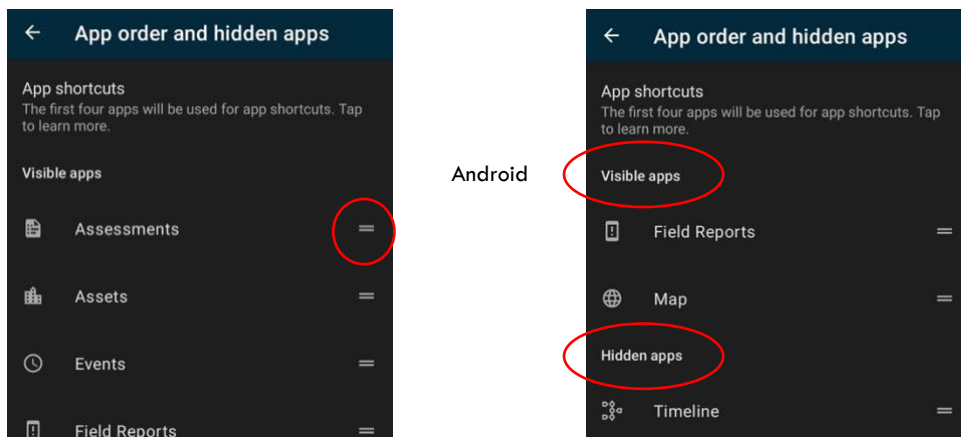


Android

For iOS users: To hide an app, click the red minus symbol next it, and then click “Remove.” The app will move to the bottom of the list under “More Apps.” Click the green plus sign to restore the app to the main menu.



For Android users: To hide an app, press the two lines to the left of the app name and drag it down into the category below, “Hidden apps.” Drag the app back up to “Visible apps” to restore the app to the main menu.



From this menu Android users can also set up shortcuts for tasks, such as creating an assessment or field report. This will enable you to longpress on the app icon to access those tasks, bypassing the main menu.