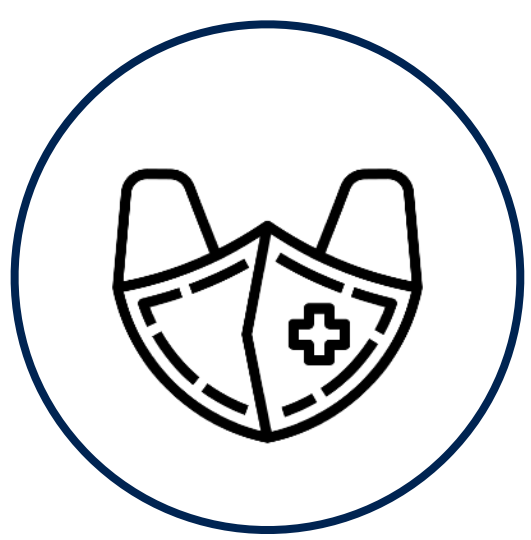




COVID-19 Campus Management Platform

# User App Tutorial

A Complete Guide



Your Institution is using CoVerified, a platform built to help colleges and universities get safely back to campus

## Downloading the app

You will receive an email prompting you to download the CoVerified app

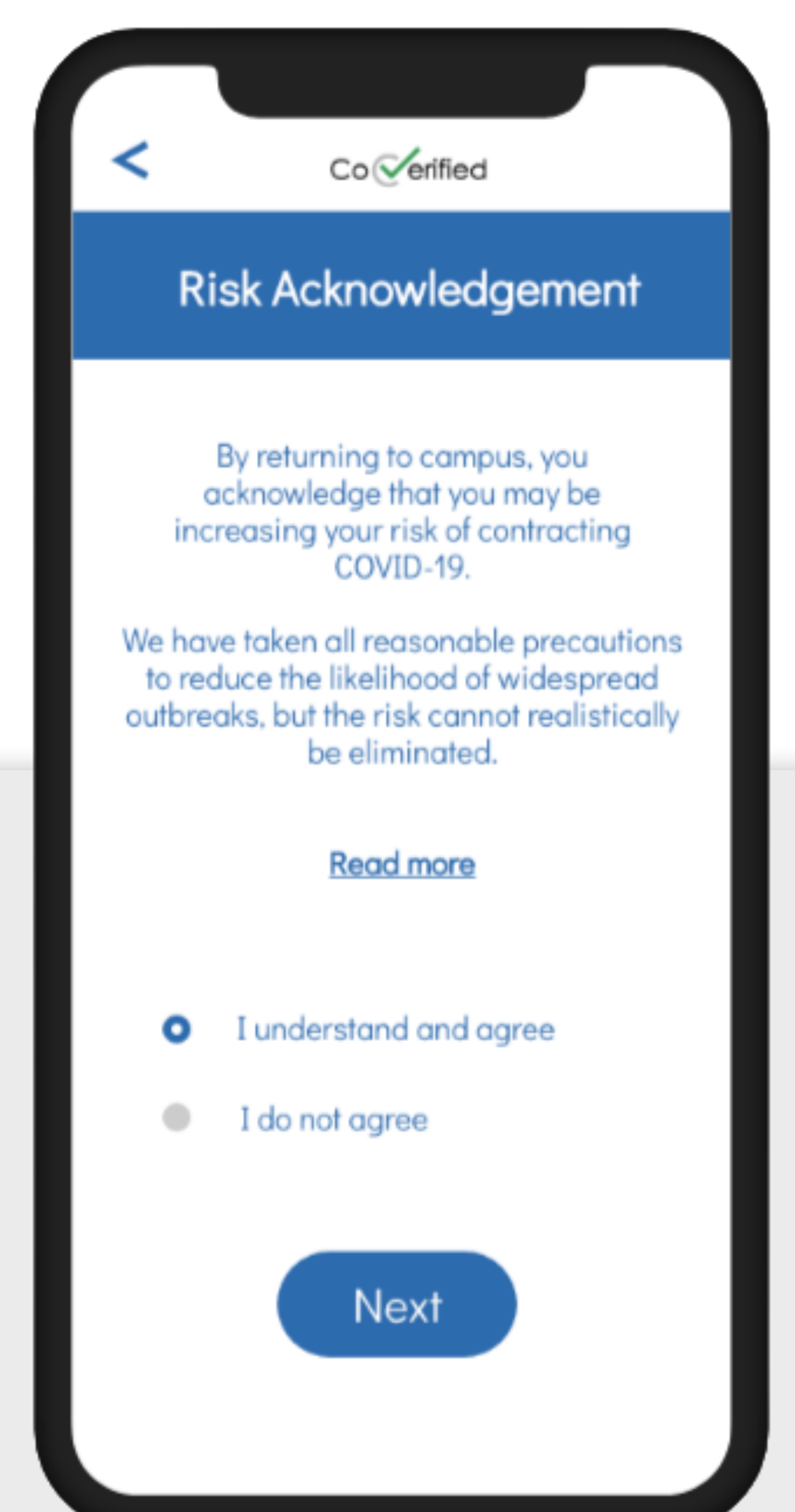
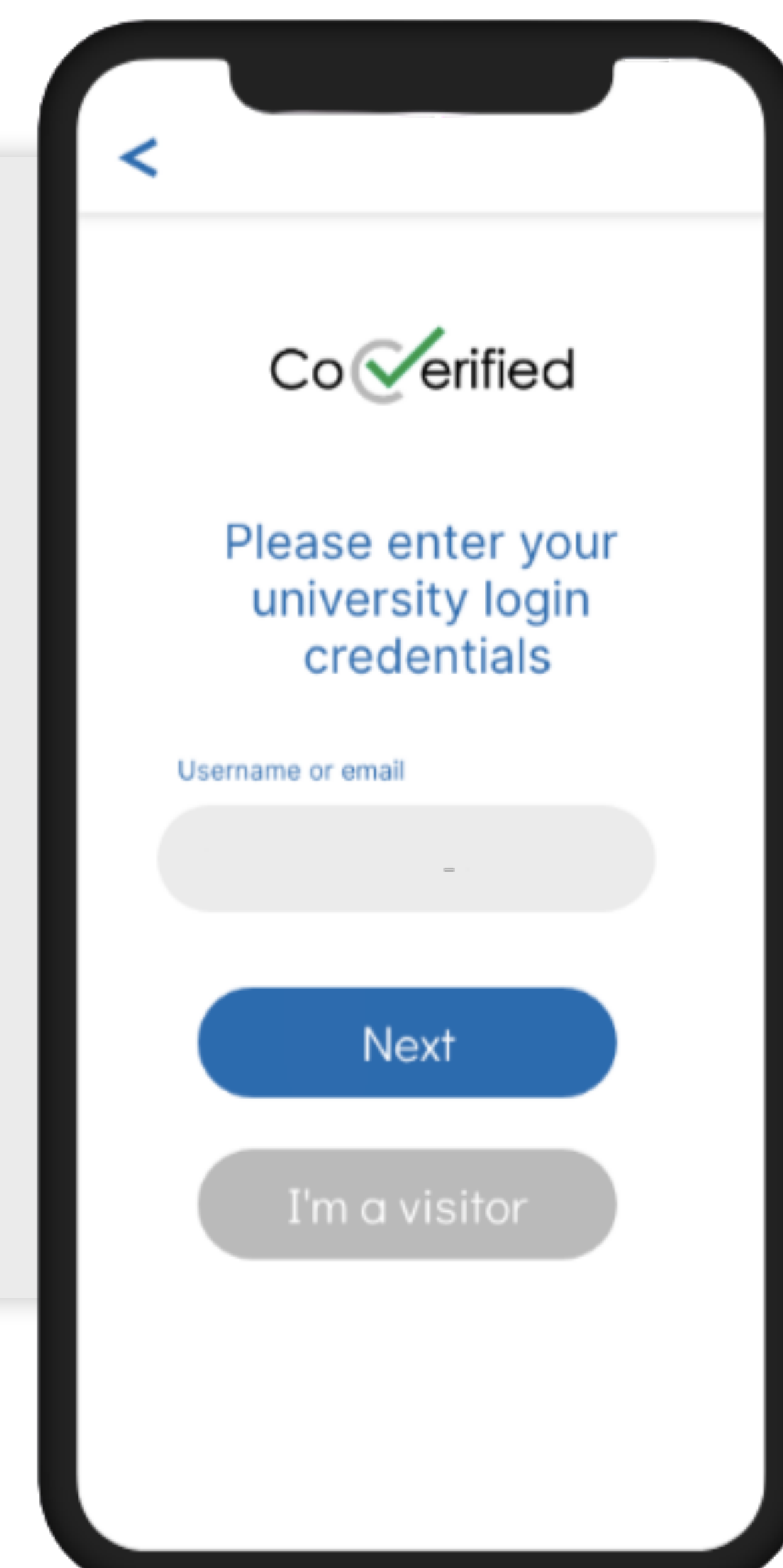


Users without smartphone access can login through a web portal

## Logging into the app

### Initial Login

- Log in with SSO credentials or as a visitor with an email address
- Accept the [terms](#) and [privacy policy](#).
- Choose whether or not you'll be on campus soon





## Home Screen

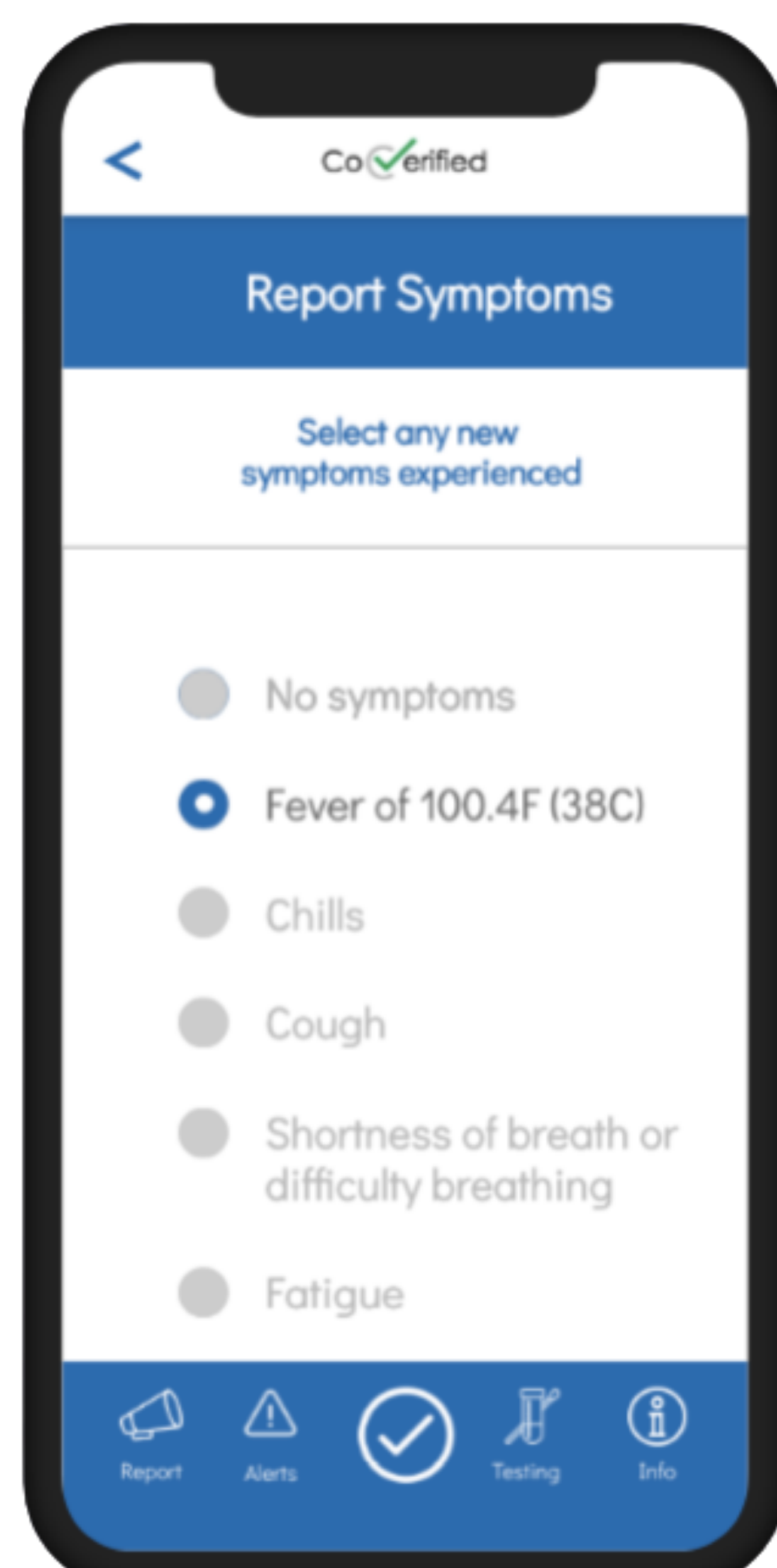
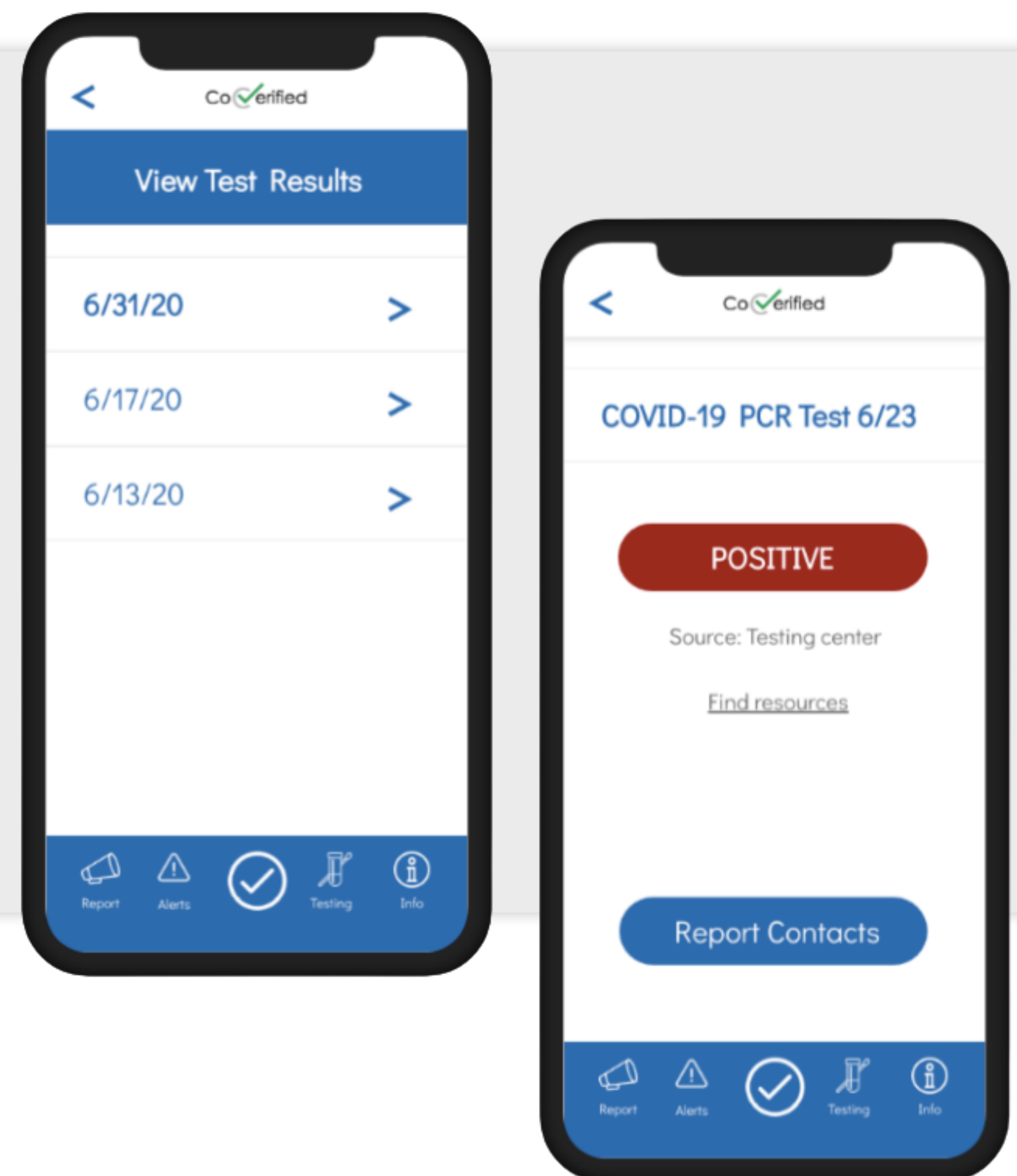
- If at anytime you want to return to their home screen, select the checkmark at the bottom of the app screen.

## Clearance Gating

- Determine if you are **cleared** or **restricted** from campus when logging into the app.
- Clearance criteria may include symptom reporting, completing a quarantine or getting tested regularly. Please check with your institution for details.

## Test Results

- Access your test results directly from the home page of the CoVerified App
- Selecting “Test History” on the home page allows visualization all COVID-19 test results that are in the CoVerified system



## Report

### Report Symptoms

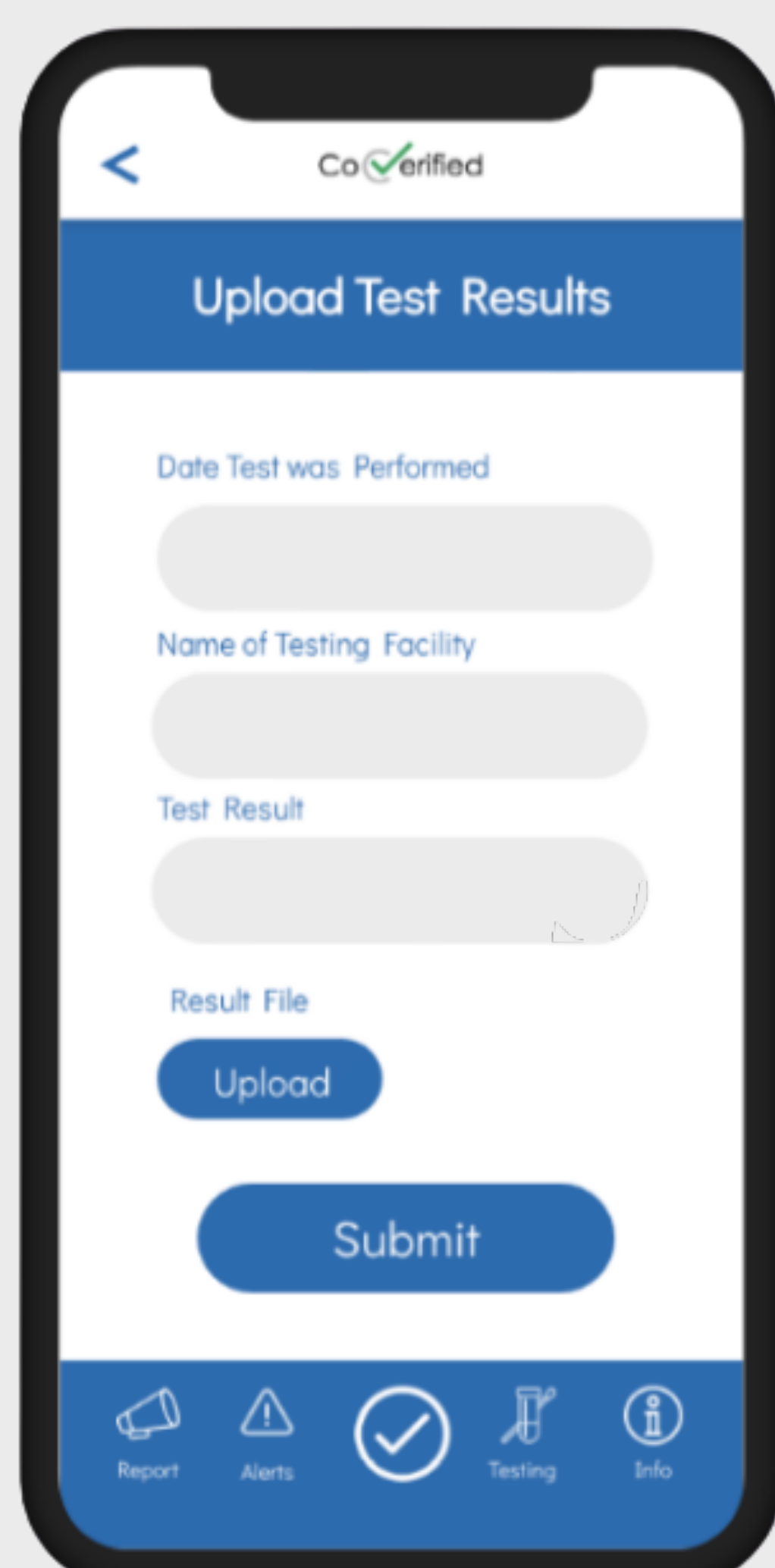
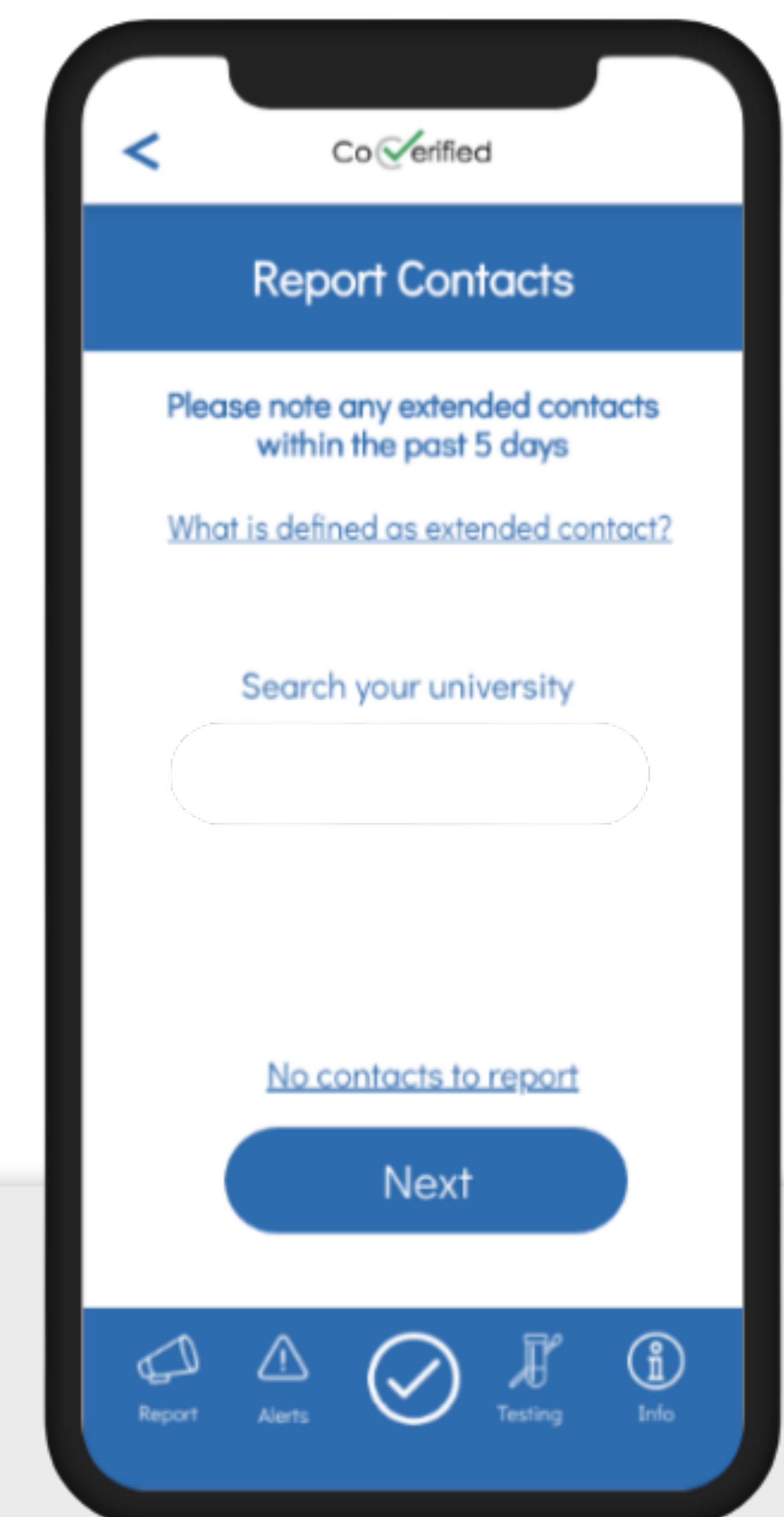
- You will be prompted to report symptoms at a frequency defined by their university (typically every 24 hours)
- To report symptoms, select the “Report” icon from the menu bar, then select “Report Symptoms”
- Choose any symptoms that may apply, or none at all
- If you report any of the symptoms listed, you will be prompted to report contacts



## Report Contacts



- Only report contacts if you are experiencing COVID-19 symptoms or have had a positive COVID-19 test
- To report contacts, select the “Report” icon from the bottom of the app screen and then select “Report Contacts”
- You will be automatically prompted to report contacts after receiving a positive COVID-19 Test or submitting a positive symptom report
- To report a contact, simply type the beginning of the contact's name and select the correct contact from the list
- If you have not engaged in extended contact with anyone in the past 5 days, select “No contacts to report”

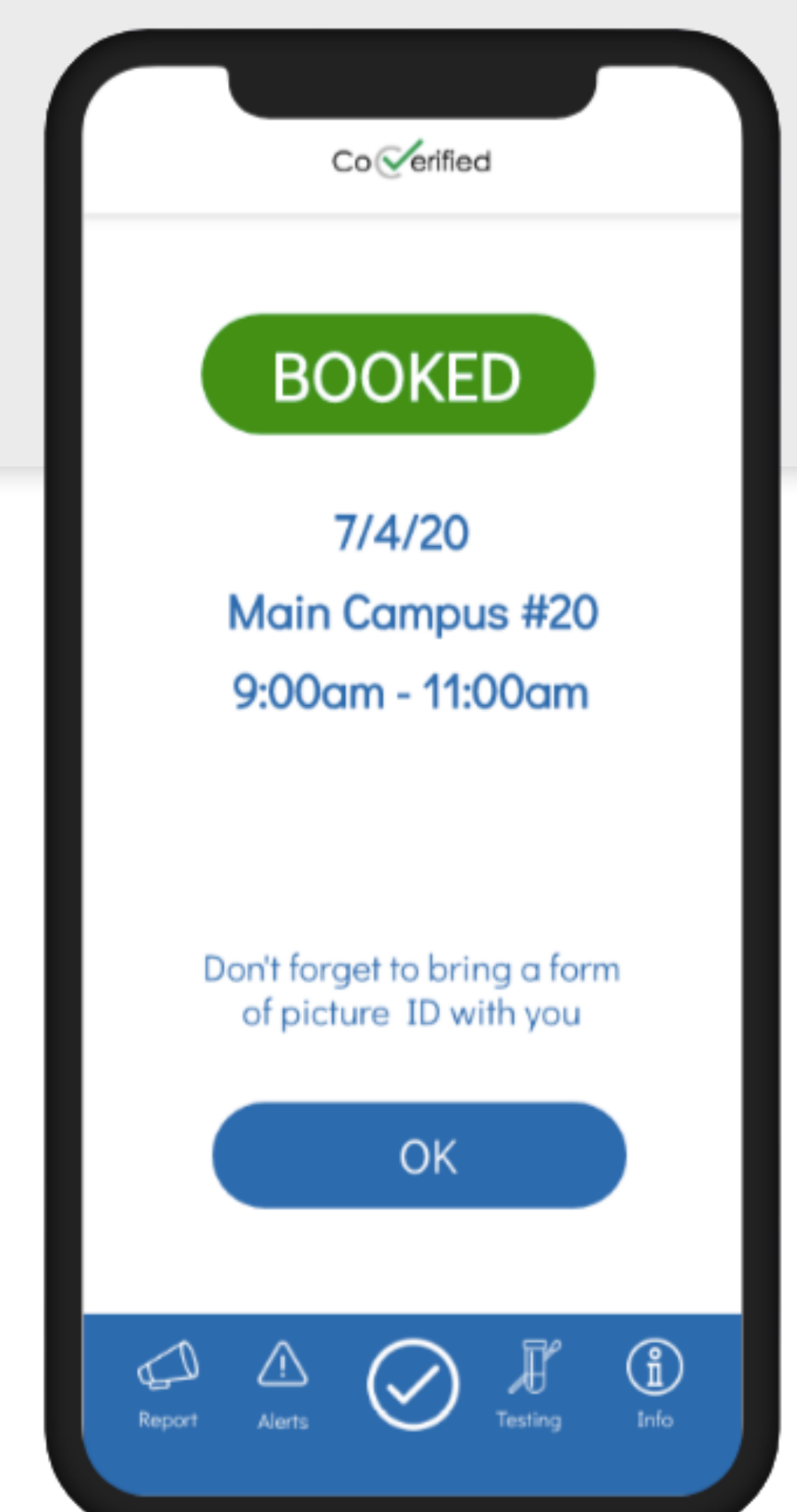
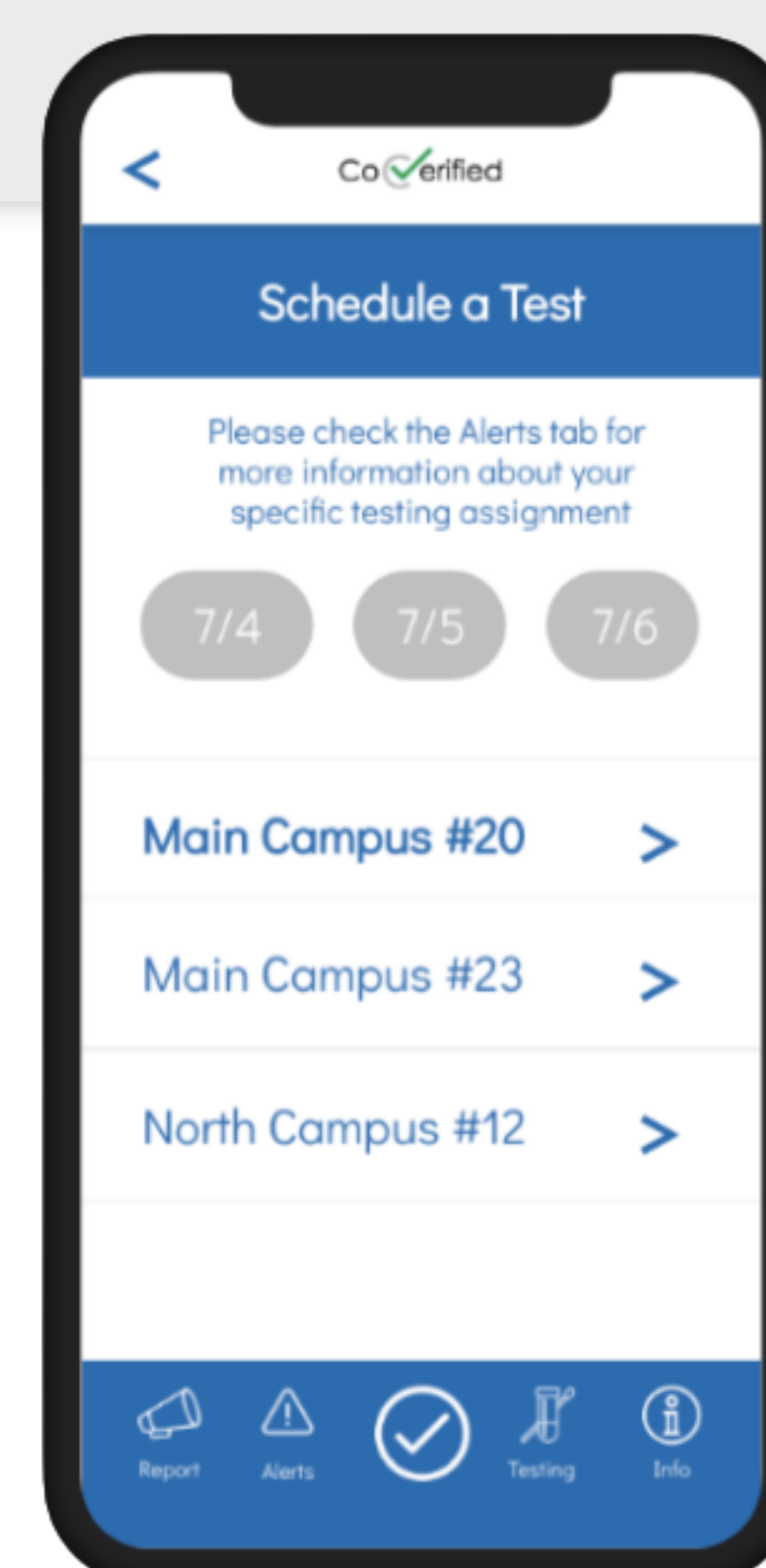


## Report Test Results

- Results from tests completed at your university or college do not need to be entered
- If a test was done prior to returning to campus, select the “Report” icon from the bottom of the app screen and then select “Report Test Results”
- You must then upload a file of the test result, or take a picture from the app

## Test Scheduling

- You can schedule COVID-19 PCR tests on campus by selecting the “Testing” icon at the bottom of the app screen
- To schedule a test, select “Schedule a Test”
- After a testing option is chosen, choose select “Book” to schedule the test
- Upcoming tests will show up on the testing page



## Info

- Access information directly from your college or university by selecting the “Info” menu icon
- To report a problem, select “App support,” designate whether that problem is technical or a clarification needed by the school, and click submit