

Getting started with Clrview (Admin)

1. Ask your personnel to download the “**Clrview**” App. It is available in both *iOS App Store* and *Android Google Play Store*
2. Ask your personnel to create an account
3. Ask your personnel to send you the email they used to create their Clrview account
4. Log into the admin panel (admin.clrview.com.au). Go to the “**All Personnel**” page and click on the “**+ Add Personnel**” button
5. Make sure user roll is selected under “**Worker**”
6. Enter the email your personnel used to create their account and click “**Invite worker**”
7. A log will appear in the *invitations* section with their name, email, status of invitation and date of invitation. Once the user accepts your invitation the status will change to “**Accepted**”