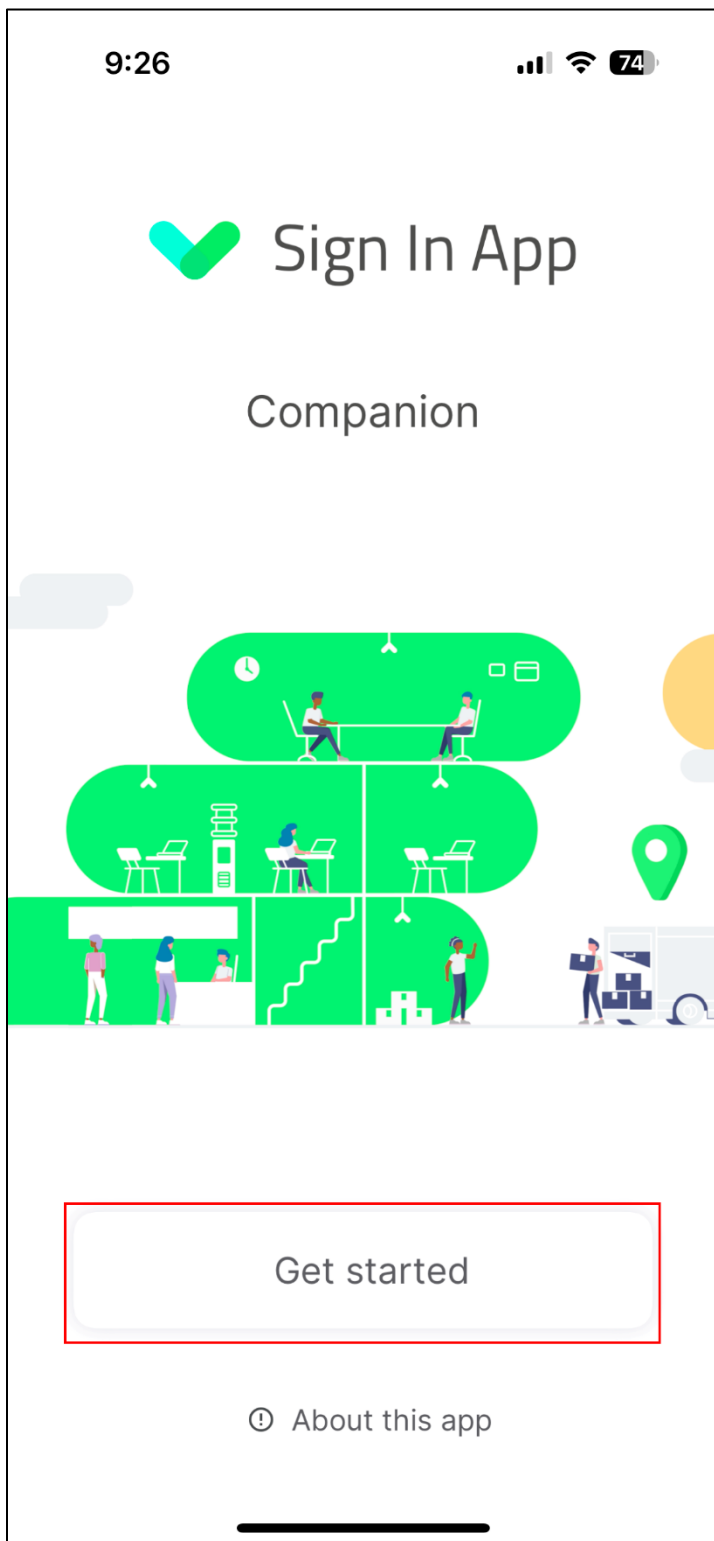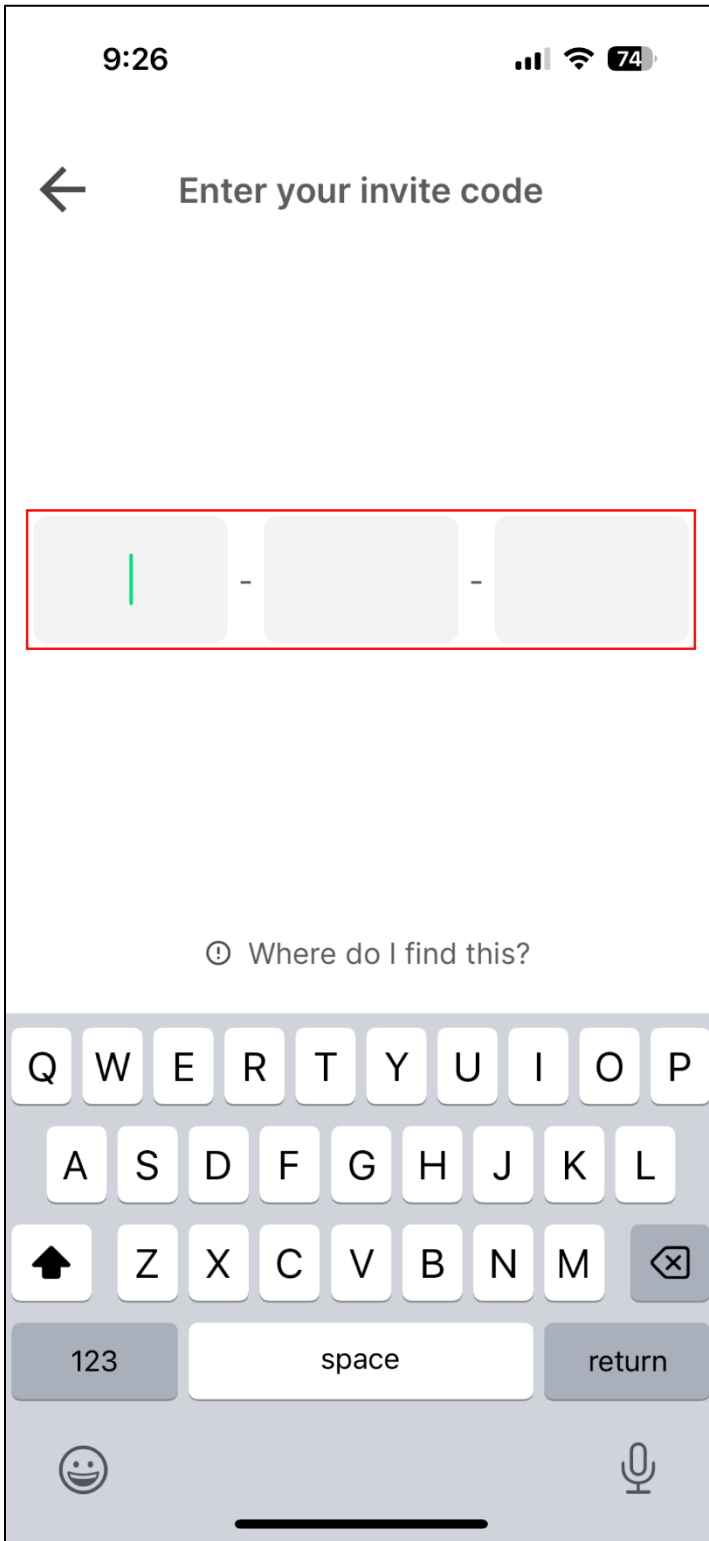## CONNECTING THE SIGN IN APP COMPANION APP TO YOUR SIGN IN ACCOUNT
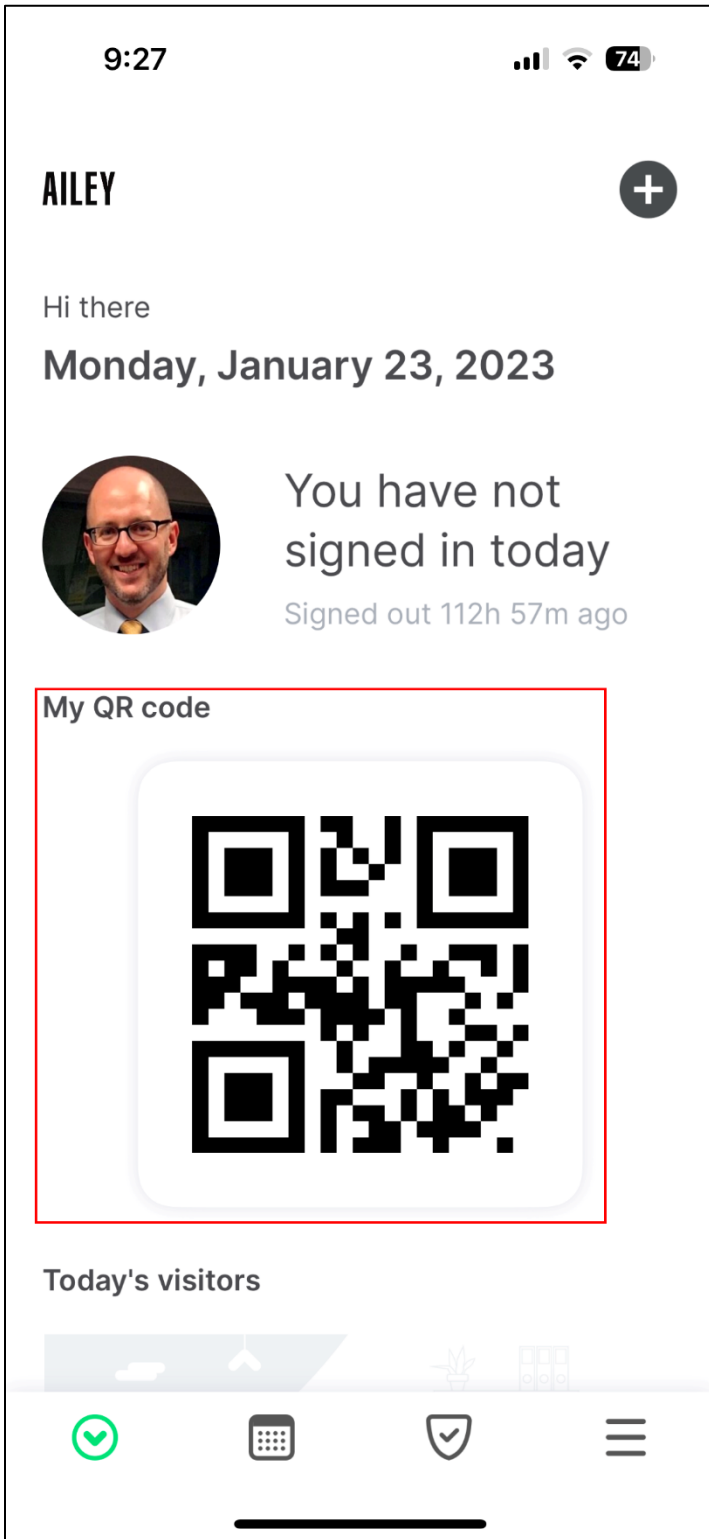
1. Download the "Sign In App Companion" app from the [Apple App Store](#) or [Google Play Store](#)

2. Launch the app and tap "Get started":

3. Enter the invite code you received in the welcome email:

Enter your invite code

Where do I find this?

4. You're all set! You will scan the QR code shown in the app to sign in and out of the building.

HOW TO SCAN IN AND OUT OF THE SIGN IN SYSTEM
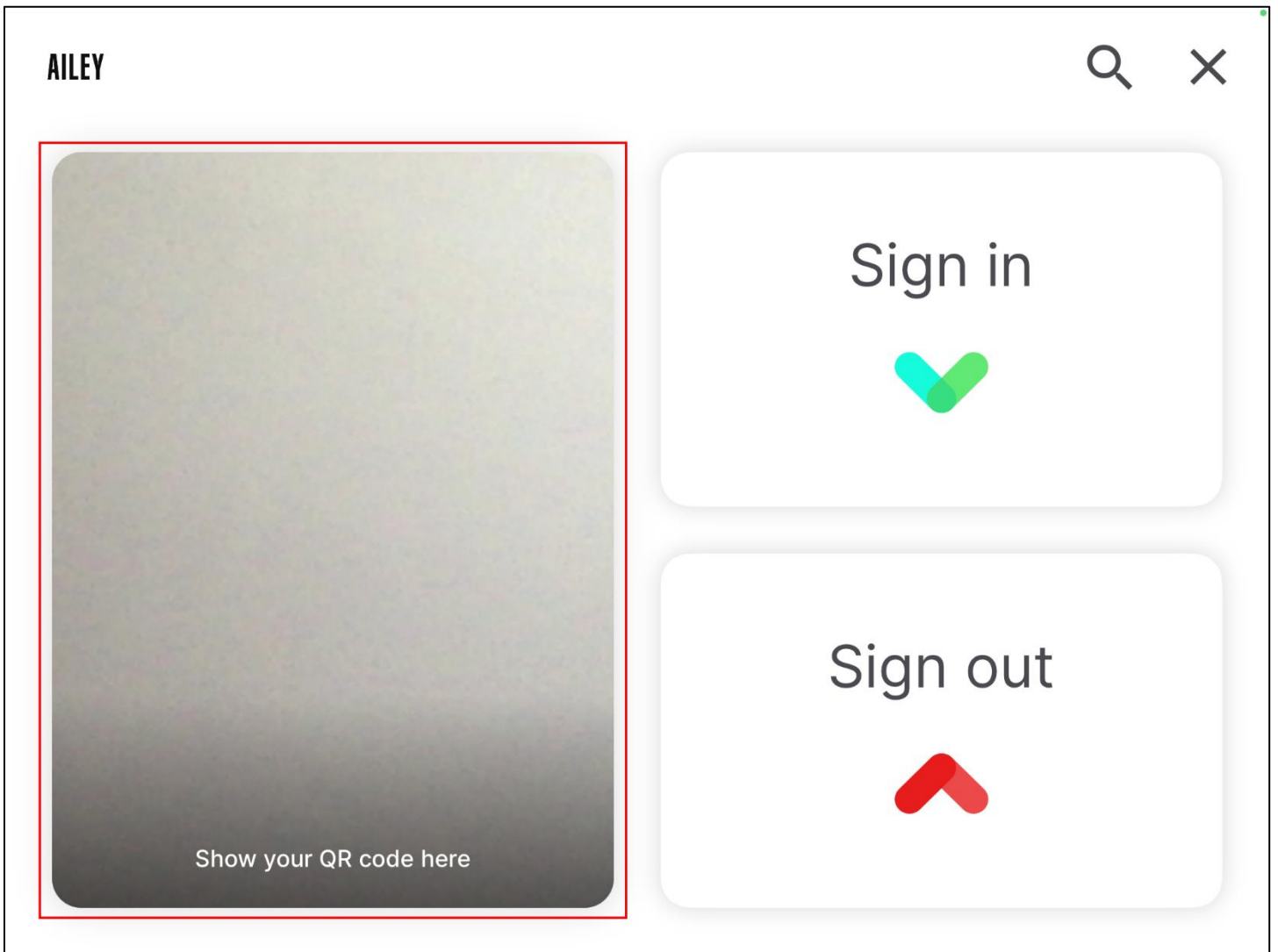
1. At any kiosk, tap the screen to start:

2. Hold your mobile device up to the front of the kiosk screen to scan your QR code:

AILEY

Show your QR code here

Sign in

Sign out

If you don't have your mobile device, you can tap the question mark at the top right of the screen and start typing your name. Once found, tap your name to sign in/out: