# MSITE WORKFORCE APP – END USER GUIDE

The MSite Workforce App allows the employee (App User) an alternative mechanism to enter a turnstile or clock themselves in using the app rather than fingerprint at the MSite Touch unit. For this to work it requires that the Workforce App is linked to the employee's (App User's) profile held within MSite.

LINKING THE WORKFORCE APP TO AN EMPLOYEE PROFILE IN MSITE PROCESS
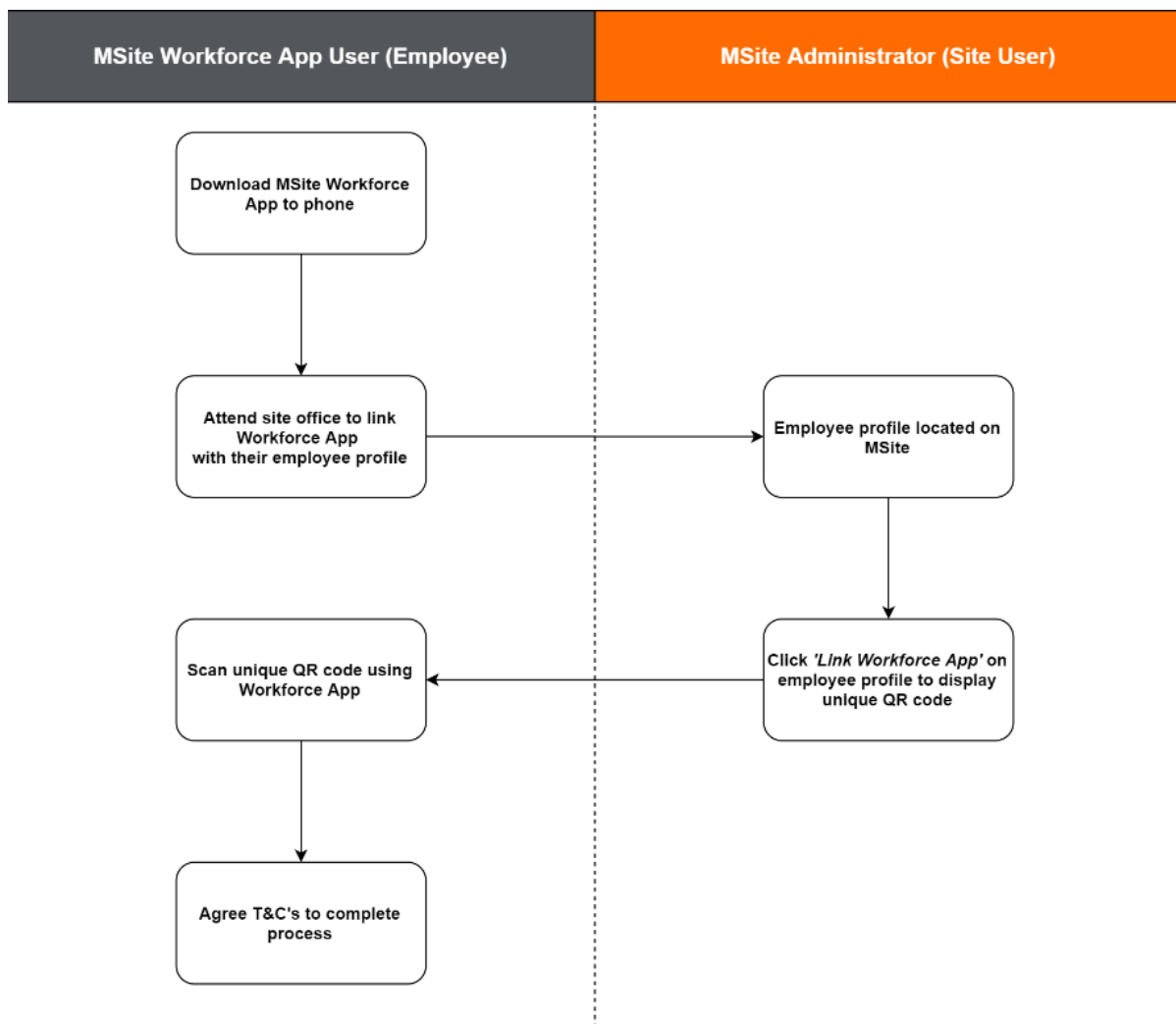
LINKING THE WORKFORCE APP (MSITE USER)

1 – Locate the App user (employee) profile in MSite and validate it's the correct profile.

2 – Click 'Link Workforce App' shown below to open the Workforce App authorisation window.

3 – QR code is generated for the App User to scan using the Workforce App.

4 – Alternatively, if they camera is not available the information can be entered manually on the App.

5- Once the App User (employee) has completed the linking process by agreeing to the terms and conditions you can click 'Close' or 'Save'.

LINKING THE WORKFORCE APP (APP USER / EMPLOYEE)

1 – Open the App and select 'Link to a Principal Contractor'.

2 – Allow camera access

3 – Scan the QR Code

4 – If camera is unavailable enter the instance ID and authorisation code
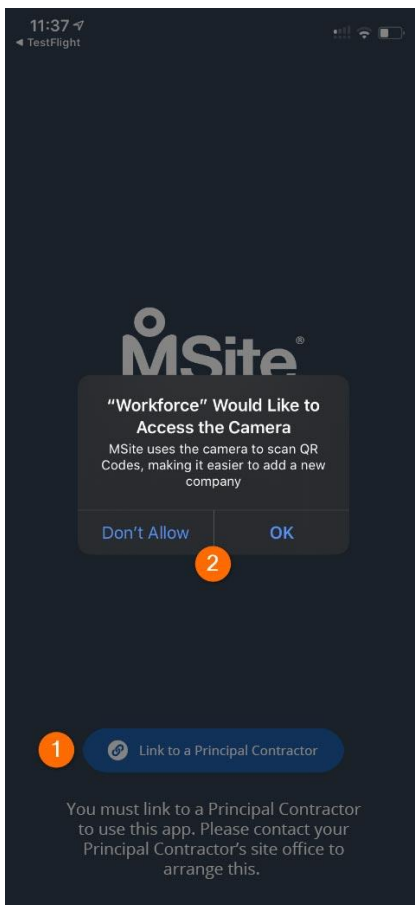
5 – Agree to Terms & Conditions (if you disagree you will need to restart the process)

6 – Press the Mobile ID button 📲 for contactless entry

7 – In order to use Mobile ID, you will need to verify that you are the owner of the device. If your device supports biometric authentication, you will be asked to use biometric authentication. This will be the same biometric authentication used to unlock your device (e.g. Face ID, Touch ID, Android Fingerprint etc). In some cases, the Principal Contractor may allow you to authenticate by a noon-biometric means (e.g. PIN Code).