

Get VuSpex GO on your device

iOS (iPhone, iPad)

- Tap the App Store icon
- Search for 'VuSpex GO'
- Tap the GET button



Android (Smartphone)

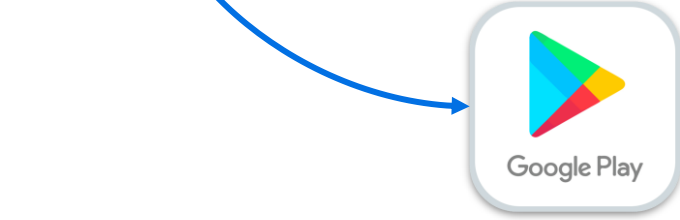
- Tap the Play Store icon
- Search for 'VuSpex GO'
- Tap the Install button



Use the app store on your phone to get the app.



App Store icon



Google Play Store icon

Not sure how to do this?

- Talk to your IT Department or have a technical person help you.



Sign in

1. Launch the VuSpex GO app

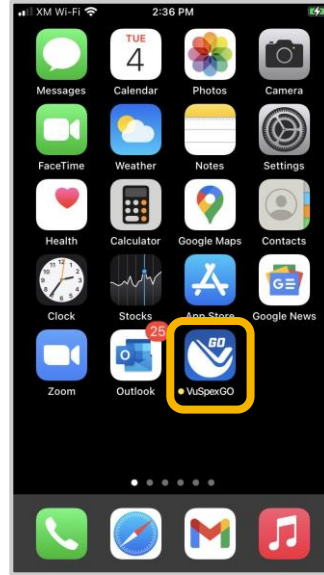
- Tap the icon

2. Sign-in

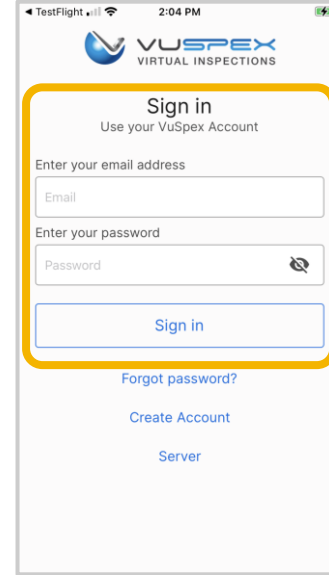
- Enter your VuSpex Contractor account credentials. Same as the VuSpex APP.

3. Allow permissions

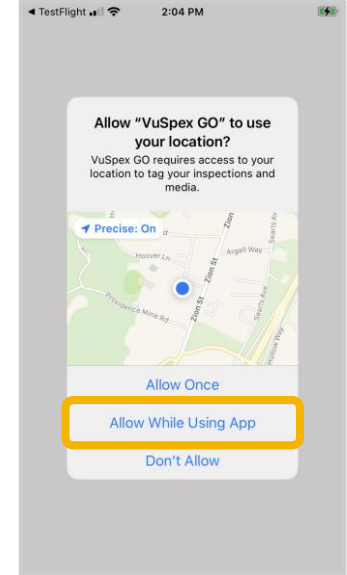
- Tap 'Allow While Using App'



1. Launch App



2. Sign in




3. Allow permissions

Create an Account

If you do not already have a VuSpex Contractor Account:

- Tap 'Create Account'
- Follow the steps to create a new account
- Sign in

XM Wi-Fi 2:13 PM


 **VUSPEX**
VIRTUAL INSPECTIONS

Sign in
Use your VuSpex Account

Enter your email address

Email

Enter your password

Password 

Sign in

[Forgot password?](#)

Create Account

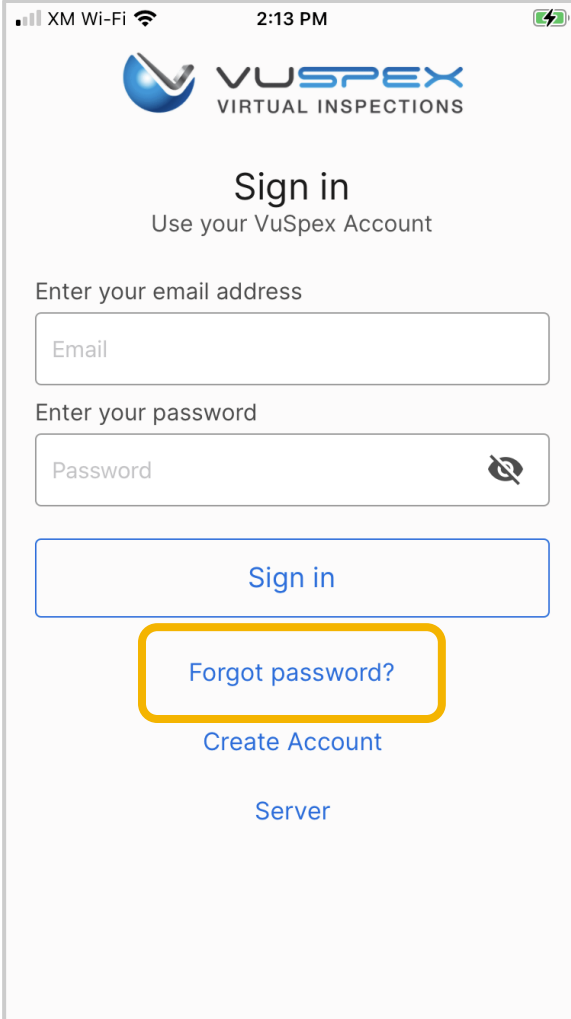
Server




Forgot password?

If you have a VuSpex Contractor Account, but forgot your password:

- Tap 'Forgot password'
- Enter the phone number for your VuSpex Account
- Enter the 'One time code'
- Enter the new password
- Confirm the password
- Tap 'Reset Password'
- Sign in



XM Wi-Fi 2:13 PM


 **VUSPEX**
VIRTUAL INSPECTIONS

Sign in
Use your VuSpex Account

Enter your email address

Email

Enter your password

Password 

Sign in

Forgot password?

Create Account

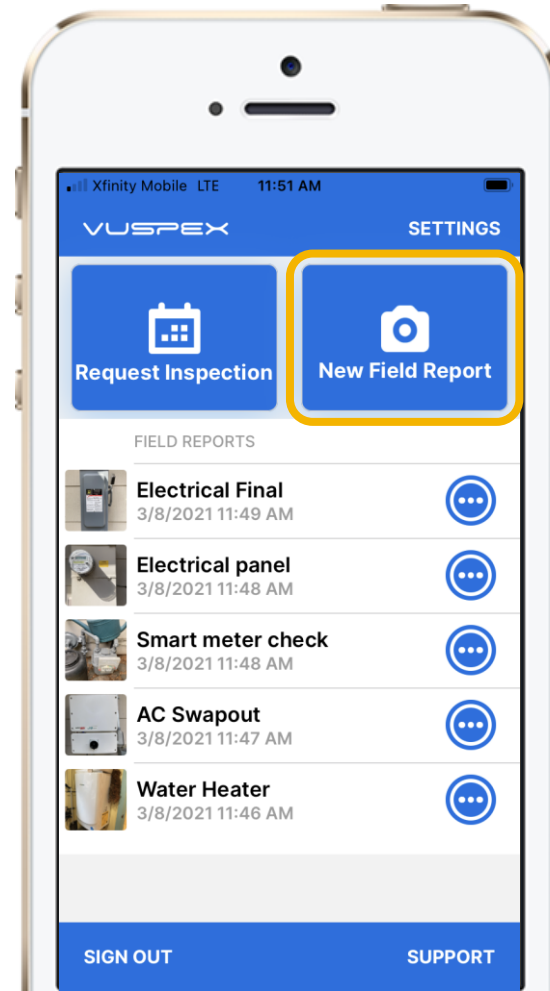
Server



Create a New Field Report

On the Main Menu

- Tap the 'New Field Report' button at the inspection location.
- Note: Your **Permit number** is required to send a Field Report.
- You must take photos & videos with the GO app for guaranteed GPS verification.



Offline Field Report (OFR)

Fill out the step-by-step form

Step 1 - MEDIA: Add photos & videos with comments.

Step 2 - COMMENT: Add a description.

Step 3 - PERMIT: Agency, permit, & inspection type.

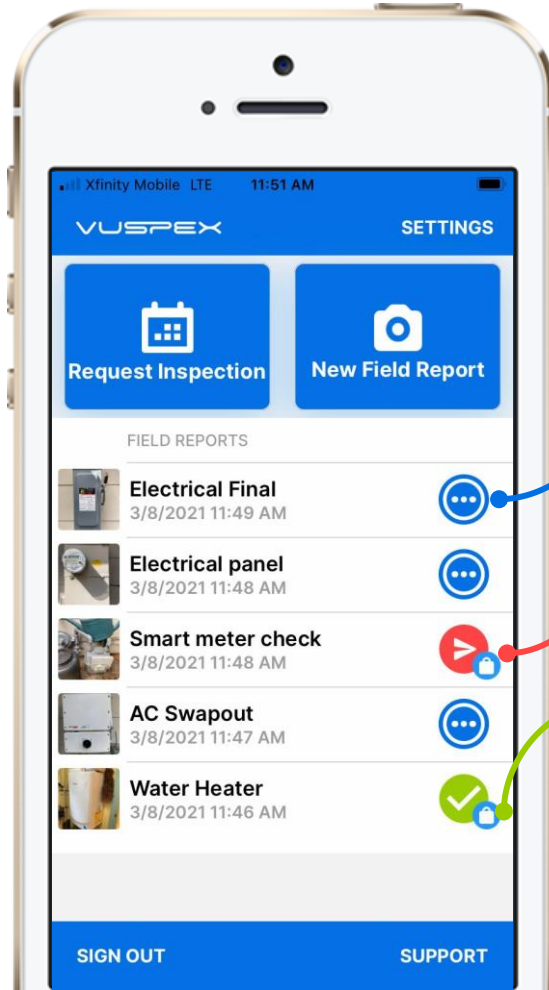
Step 4 - SAVE: Finalizing the report locks it from being edited. Then send the Field Report to the Inspector when you have a good internet connection.

A smartphone screen displaying a mobile application interface for creating a field report. The screen shows a progress bar with four steps: MEDIA, COMMENT, PERMIT, and SAVE. Below the progress bar is a 'FIELD REPORT SUMMARY' section with the following details: PERMIT: TODD1; INSPECTION TYPE: Offline AC Mechanical Change Out; WORKSITE ADDRESS: 800 Lindley Ave, Nevada City, CA 95959 (with a 'TAP TO EDIT' link); DESCRIPTION: Test comments. At the bottom, there is a 'REPORT MEDIA' section with a photo of a keyboard and a red 'X' icon, and two buttons: 'BACK TO START' and 'SAVE & FINALIZE'. The top of the screen shows the time 11:16 AM and signal strength.



Saved Field Report Status

Field Reports are saved and listed on the Main Menu



Blue dots icon: Saved work-in-progress. Can be edited.

Red send icon: Saved and finalized but has not been sent to the Inspector yet. Cannot be edited.

Green check icon: Saved and finalized and sent to the Inspector. Good to go!



Settings Menu

Tap the 'Settings' link in the upper-right corner to open.

- **Adjust your Account information.**
- **Link a new Agency where you work.**

Settings Menu

- App Version
- Account information
- Edit Account button
- States (where you work)
- Linked Agencies (State, County, City, Company)
- Server: **prod.vuspex.com**
(do not change this setting)

