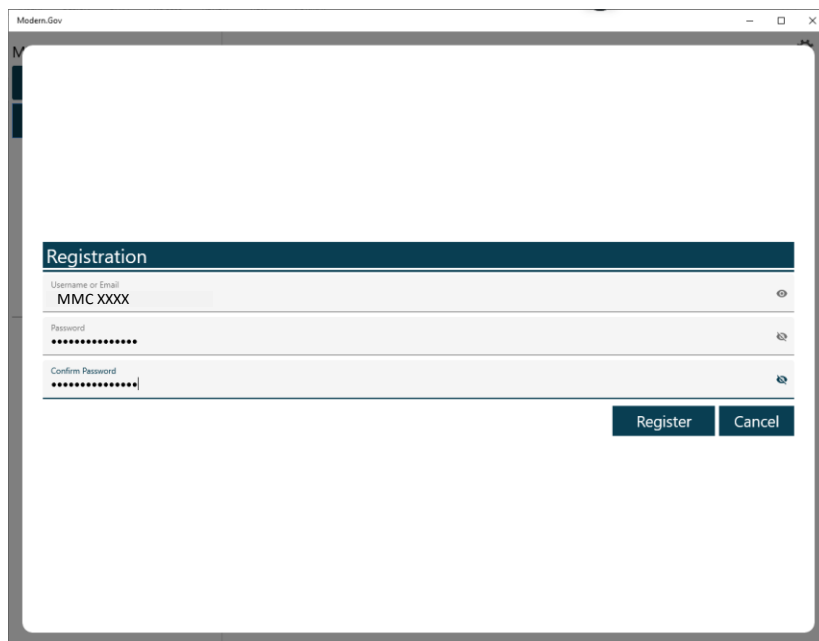


Registering the Device

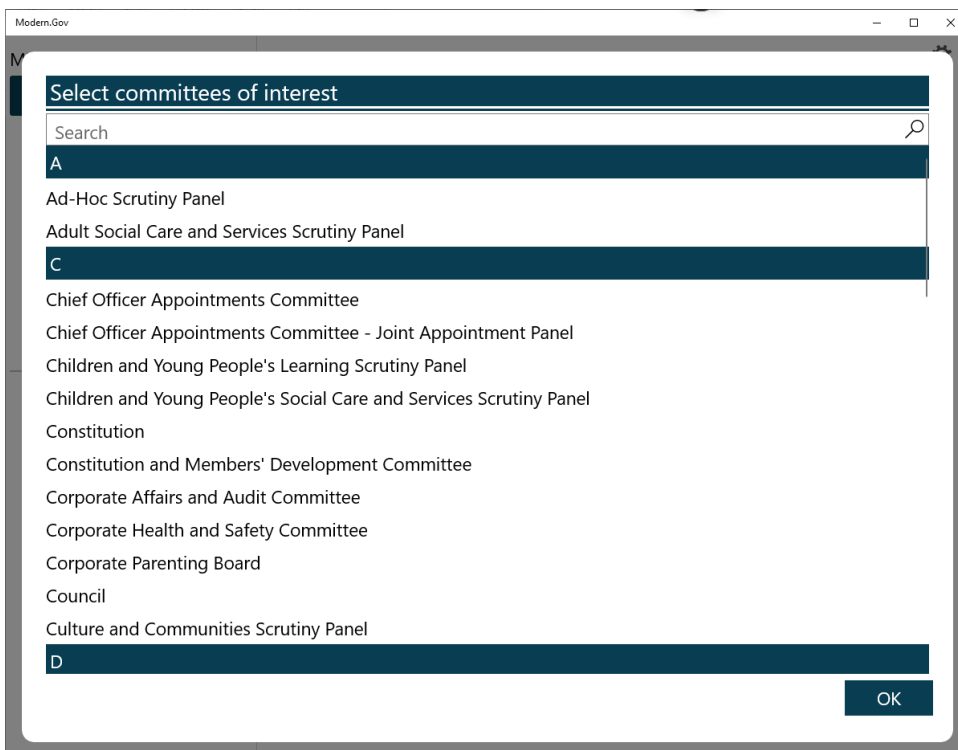
- 9.
- After the link is clicked edge will open the screen below
 - Get Councillor to click the Modern Gov (new app button)



- 10.
- The app will open
 - Ask Councillor to enter their council email and logon password

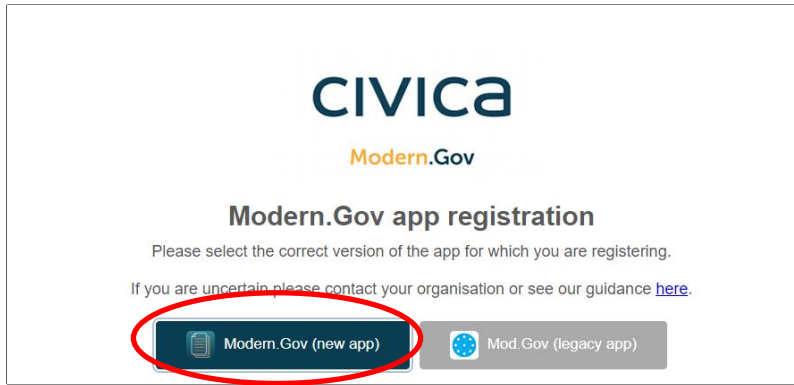


- 11.
- As Councillor to select the committees they are interested in (no need for multi select)
 - Click OK

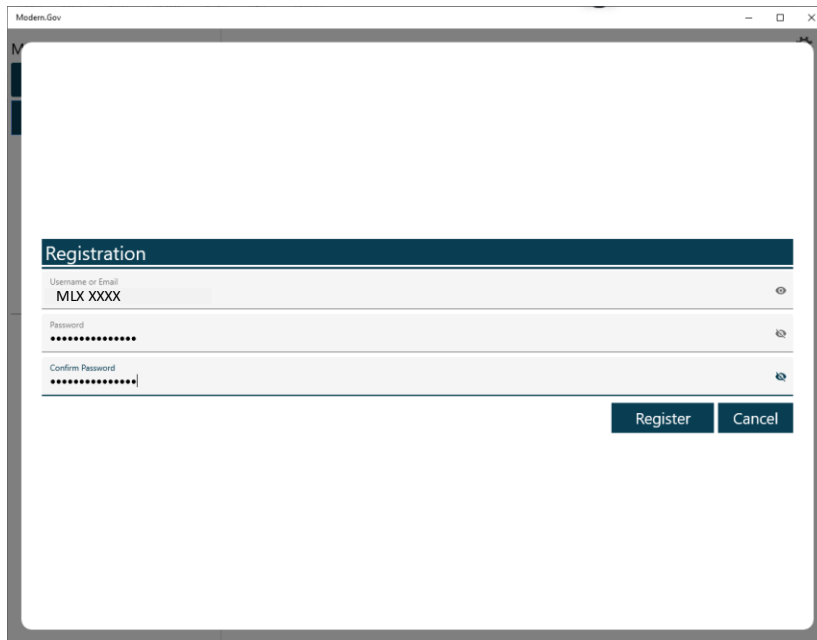


Registering the Device

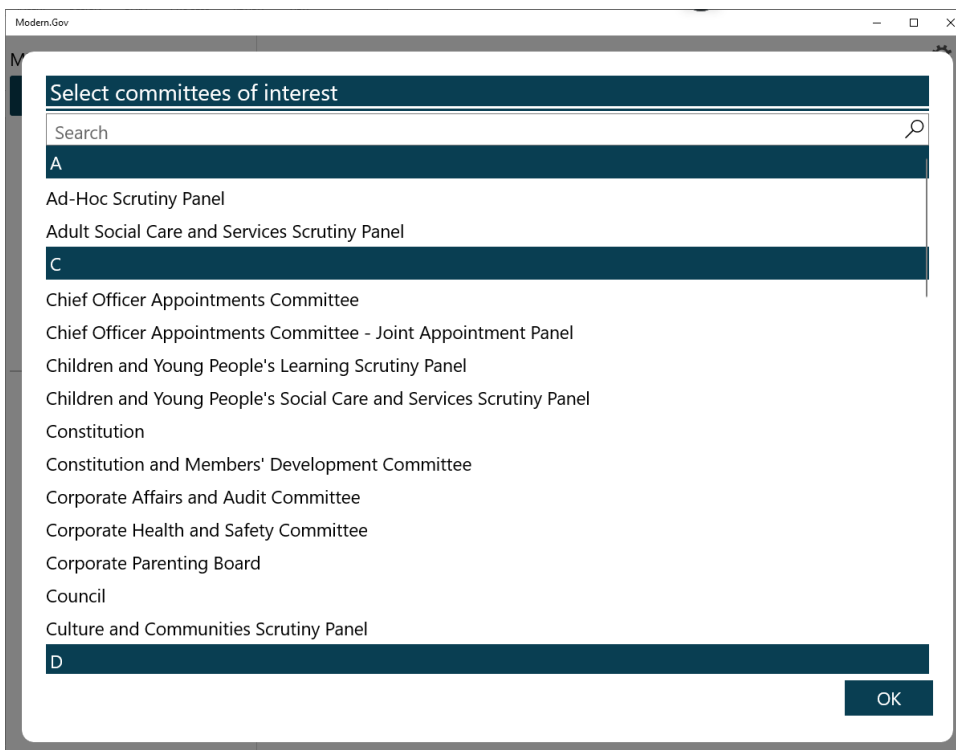
- 9.
- After the link is clicked in the registration email the screen below will open
 - Click the Modern.Gov (new app button)



- 10.
- The app will open
 - Enter your council logon information (username and password)

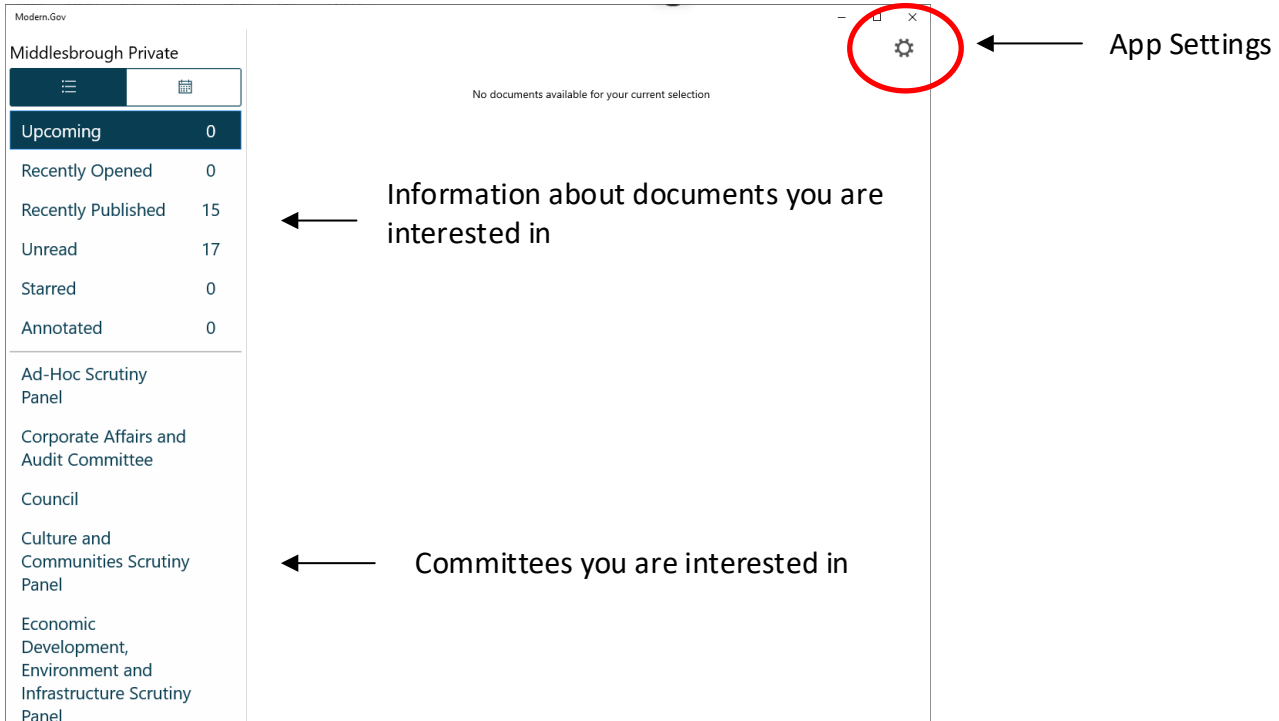


- 11.
- Select the committees you are interested in (this can be changed via settings)
 - Click OK

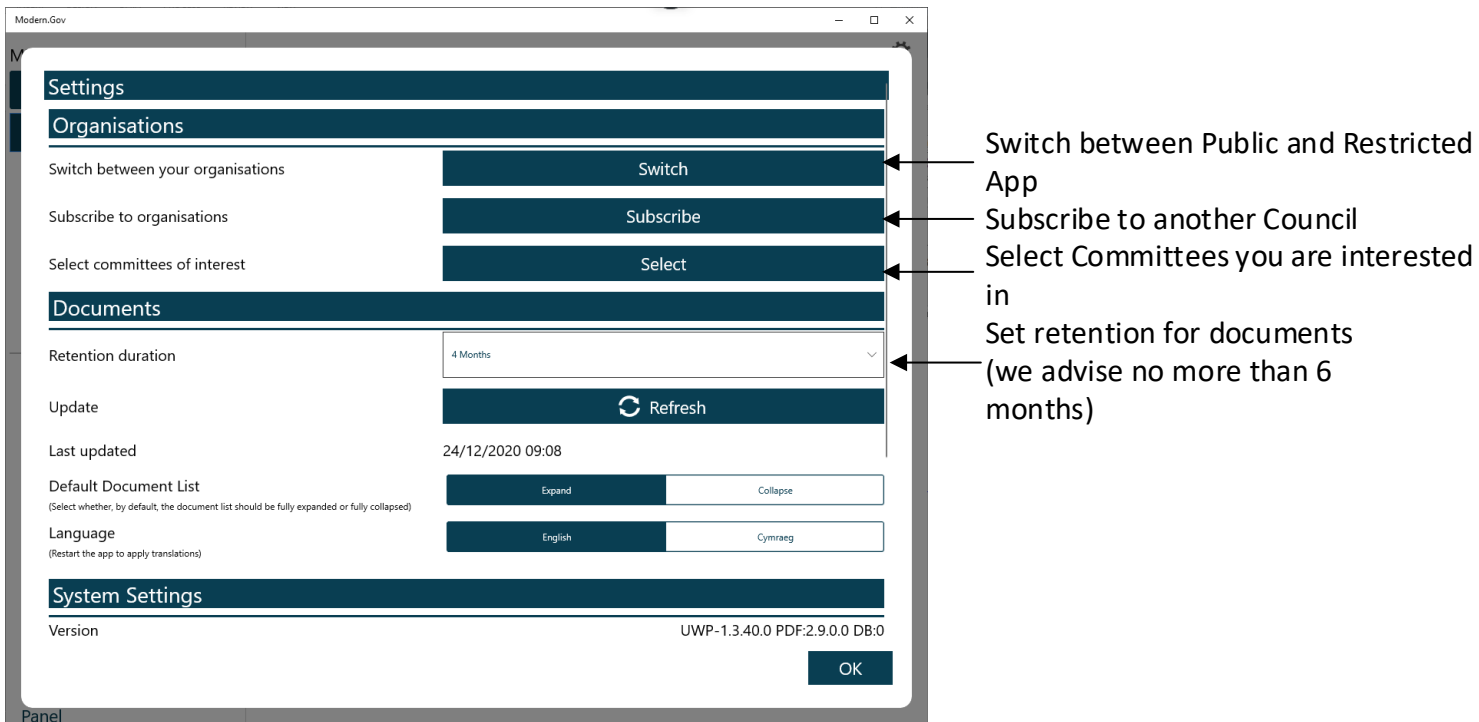


Setting up the App

12. • Click the Cog to set the App up

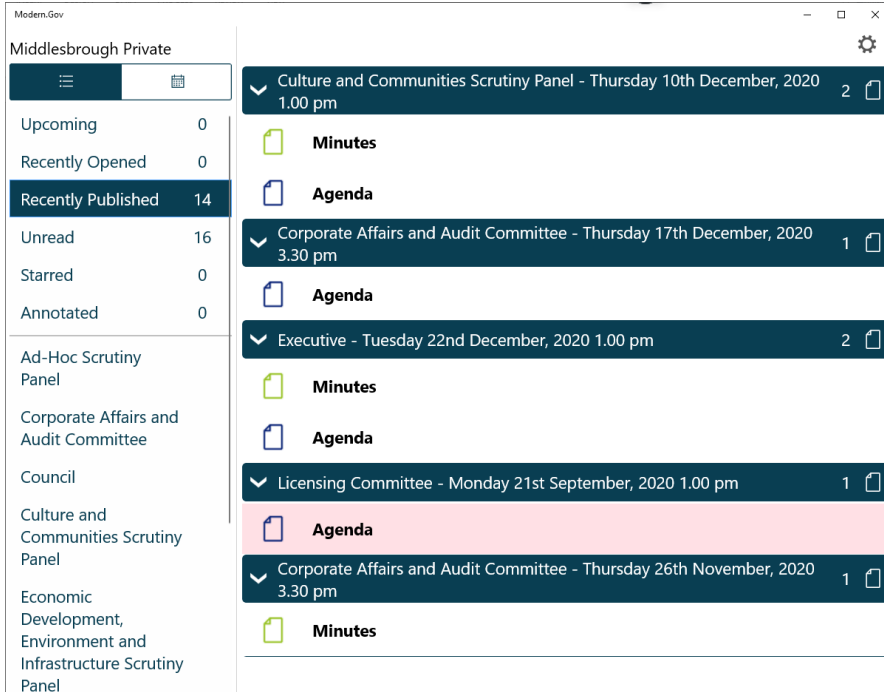


13. • The settings screen



Understanding the App

14. Your selected Committee Screen



How Many Documents are available for the Committee

Highlighted Red - restrictions apply

15. • Document Status



Document has not yet downloaded



Document is downloading



Document has downloaded

16. • To start annotations:

17. • Click the document to put a tick in it



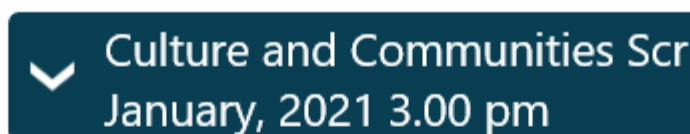
18. • Document menu at top of screen

Delete the document

Star the document

Open Annotations

Close the menu



Agenda

Understanding Annotations

- 18. • The annotations menu and different annotations that are available

