Stream Check Mobile App Onboarding:

We're so pleased to have you on board with us here at Stream! This guide will provide you with all the information and tips that you need to get started using the Stream Check Mobile App for your Daily Walkaround Checks and Vehicle Defect Reporting.

1. Download the App

To get started with the Stream Mobile App, you can download it from either the Google Play Store (Android), or the App Store (IOS), by searching 'Stream TMS' or by clicking the buttons below.

2. Logging In

Once the App is downloaded to your device, we recommend saving the icon somewhere convenient (outside of your applications list) so that it's easy for you to access it every day.

1. Click the icon to open the Stream Mobile App →

2. Enter the login details that have been provided to you.

Please Note: It is <u>not</u> possible for drivers using the mobile app to access the Stream Check platform using a web browser. Your access is restricted to the Mobile App <u>only</u>.
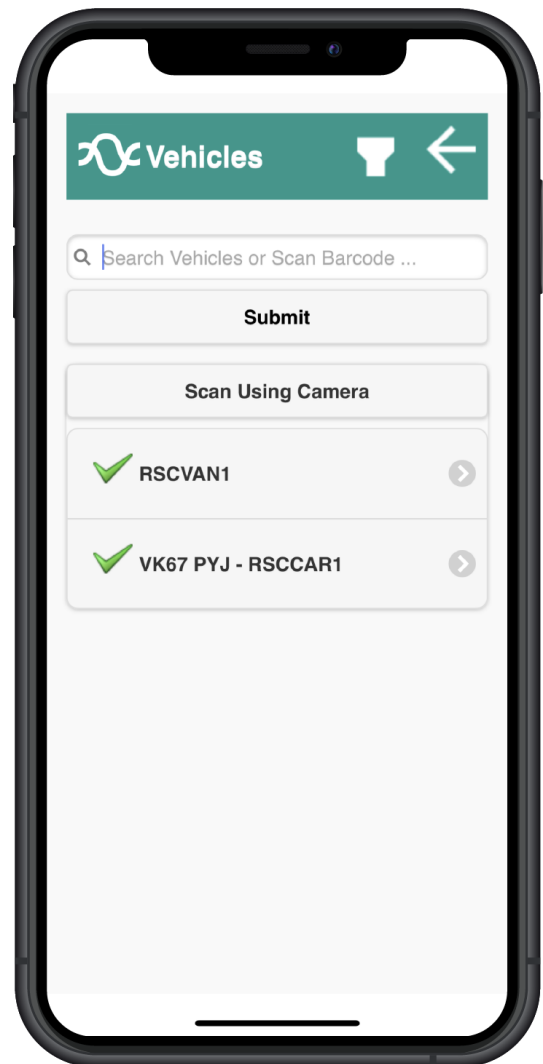
3. Vehicle Select, Search and Scan

Once you have logged in, you'll be presented with the main menu.

1. Click the 'Vehicles and Checks' button at the top, this will take you to the Vehicle Select, Search and Scan screen.

- **Select** a recently used vehicle
- **Search** for a vehicle by its ID (Registration Number)
- **Scan** a vehicles barcode to automatically select it

Note: You will only be able to select vehicles for which you hold the correct licences.
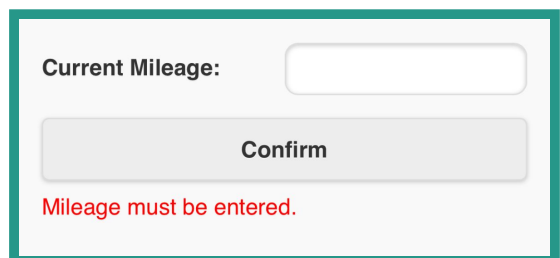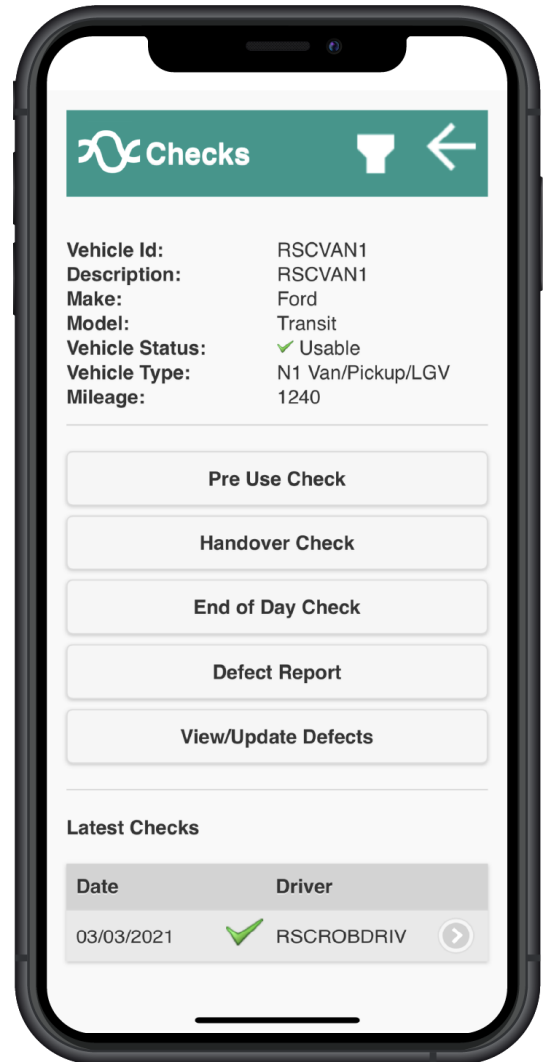
4. Vehicle Details

Once you have selected your vehicle, you will see the Checks screen.

- **Vehicle Information** is displayed at the top of the screen including the most recently recorded mileage.
- **Available checks and Defect Details** for this vehicle can be accessed from this screen.
- **Checks history** on this vehicle can be accessed from the bottom of this screen.
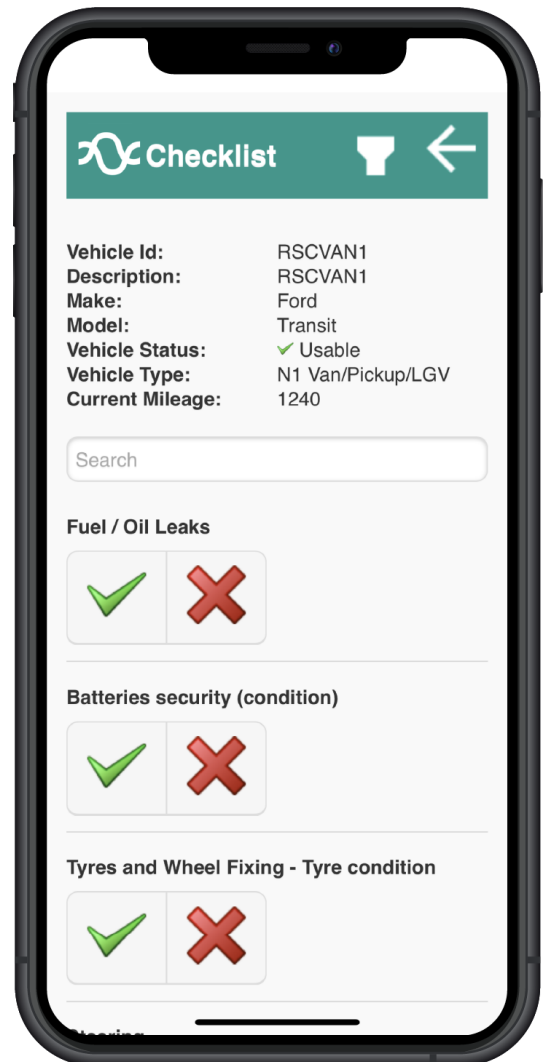
1. Select the type of check that you wish to perform on the vehicle you have chosen.
2. Before being able to continue, you are required to check and record the current mileage for the vehicle.

5. Vehicle Checks

Once you have selected your check type, you will be presented with the list of relevant checks to perform based on the type of check you are completing, and the type of vehicle you are using.

1. Perform each of the checks on the list, marking each one as completed ✔, or as a defect ❌.

2. Once you have completed all the checks, enter the name of the person you have reported any defects to (or write NIL if no defects founds), and enter your own name in the 'Signed by' field

Note: Once you have completed your checks, an email notification will be sent to the system administrator letting them know what check has been completed and for which vehicle. They can then view the full details of the check and see any defects that have been reported.
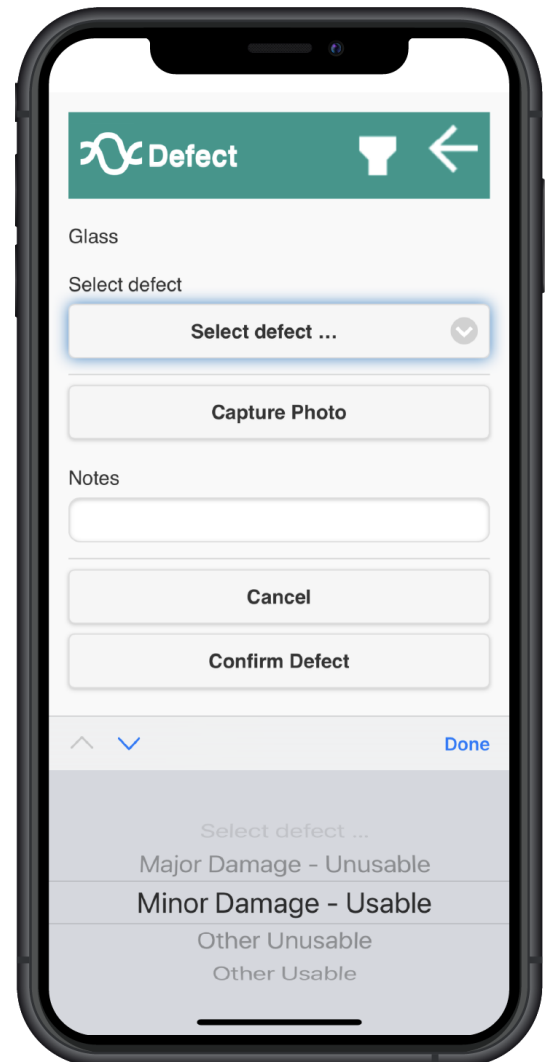
6. Reporting a defect

Whilst working your way through the list of checks, if you encounter a defect you can report it right from within the App - no paperwork required!

1. Press the ❌ to mark a defect against the current check.
2. The App will then ask you to provide more information about that particular defect.
3. If required, add a picture of the defect and a description in the 'Notes' field.
4. You will need to complete the remainder of the checks, regardless of whether a defect results in the vehicle being 'usable' or 'unusable'.
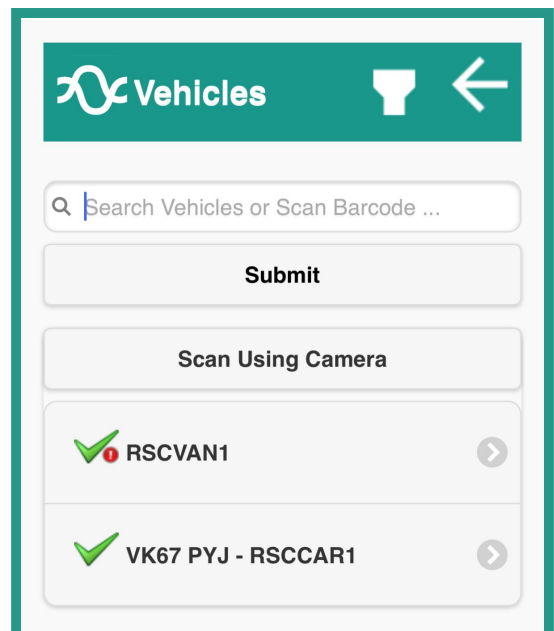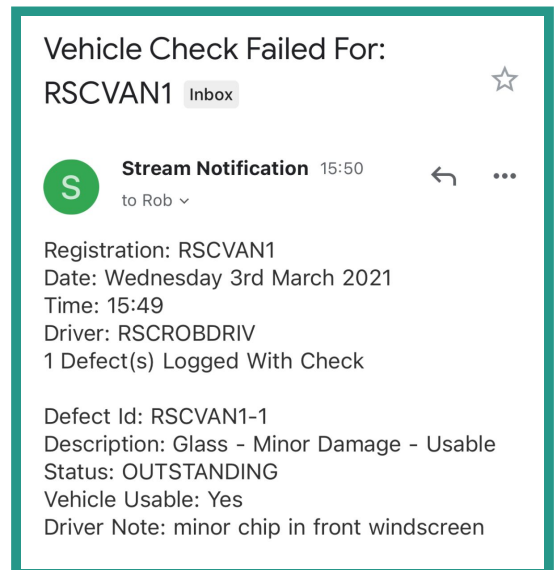
Note: Some defects require you to capture a photo and description of the defect which will be sent to the system administrator.

Tip: If you initially mark a check as complete and need to change it to a defect, you will be presented with a button to alter this after marking the check as complete.
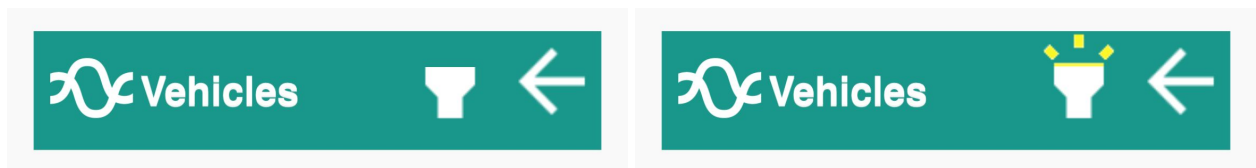
IMPORTANT: If the defect renders the vehicle unusable, you will not be able to use the vehicle until a system administrator has resolved the defect.

5. The system administrator will receive an email with the details of the defect that you have just reported. They will be able to log into the system and view any pictures and details of the defect that you have reported.

6. Until any defects are resolved, the vehicle will display that it has a defect against it within the App, which will highlight it to any other drivers that may use the vehicle.

Vehicle Check Failed For: RSCVAN1 Inbox ☆

S   **Stream Notification** 15:50   ↩   …
to Rob ⌄

Registration: RSCVAN1
Date: Wednesday 3rd March 2021
Time: 15:49
Driver: RSCROBDRIV
1 Defect(s) Logged With Check

Defect Id: RSCVAN1-1
Description: Glass - Minor Damage - Usable
Status: OUTSTANDING
Vehicle Usable: Yes
Driver Note: minor chip in front windscreen

꙼ Vehicles ▽ ←

🔍 Search Vehicles or Scan Barcode ...

Submit

Scan Using Camera

✔ ❶ RSCVAN1   ›

✔ VK67 PYJ - RSCCAR1   ›

🔦 Bonus Feature: In-App Torch

Struggling to see whilst performing a check in the dark or under the bonnet? We've got you covered!

We've built a button into the App so you can turn on your phone's torch without having to leave the App. Just tap the torch button on any screen within the Stream Mobile App and let there be light!

Contact Our Support Team:

If at any point you have any questions, or you're having any trouble with Stream Check and need some help, you can contact Stream Support and a member of our team will be happy to assist you:

Email: support@go2stream.com