User App Tutorial

A Guide to Symptom Reporting, Contact Reporting & Test Results

Co Verified

COVID-19 Campus Management Platform

Your Institution is using CoVerified, a platform built to help colleges and universities get safely back to campus

Downloading the app

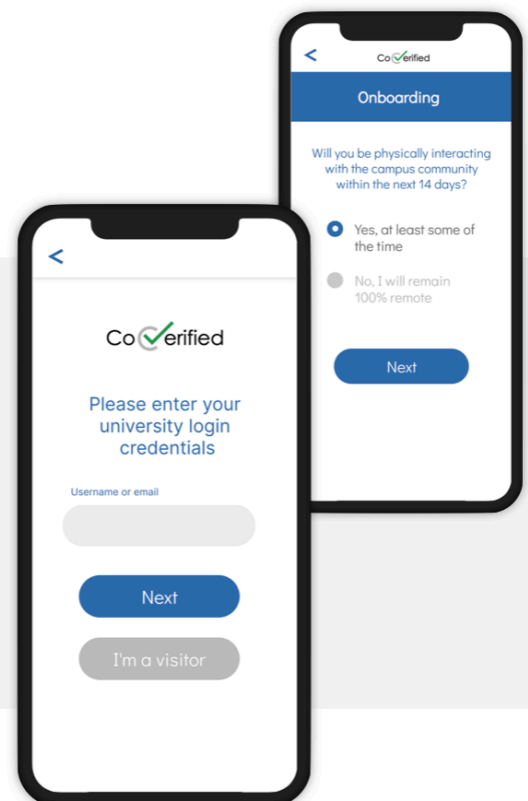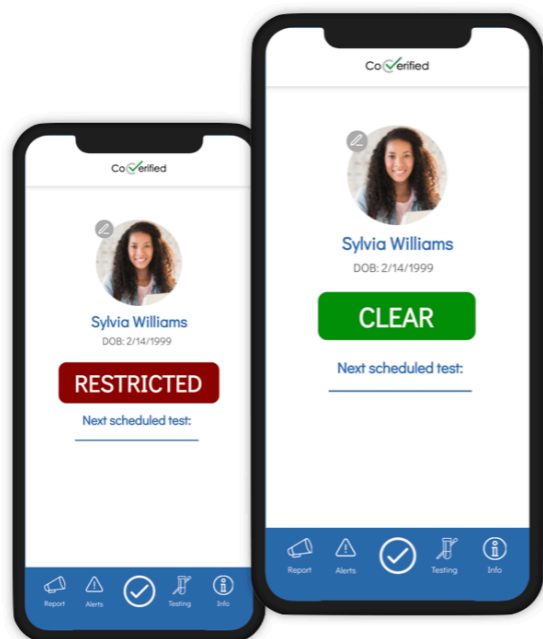You will receive an email prompting you to download the CoVerified app

Available on the App Store

GET IT ON Google Play

Logging into the app

Initial Login

- Log in with SSO credentials or as a visitor with an email address
- Accept the <u>Terms</u> and <u>Privacy Policy</u>
- Choose whether or not you'll be on campus soon

Home Screen

- If at anytime you want to return to the home screen, select the checkmark at the bottom of the app screen

Clearance Gating

- Determine if you are **clear** or **restricted** from campus when logging into the app

- Clearance criteria may include symptom reporting, completing a quarantine or getting tested regularly. Please check with your institution for details

Reports

Report Symptoms

- You will be prompted to report symptoms at a frequency defined by your university (typically every 24 hours)

- To report symptoms, select the "Report" icon from the menu bar, then select "Report Symptoms"

- Choose any new symptoms that may apply, or none at all

- If you report any of the symptoms listed, you will be prompted to report contacts
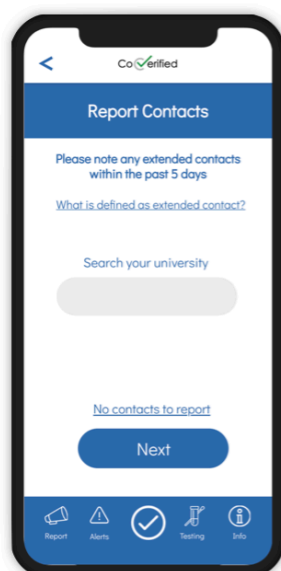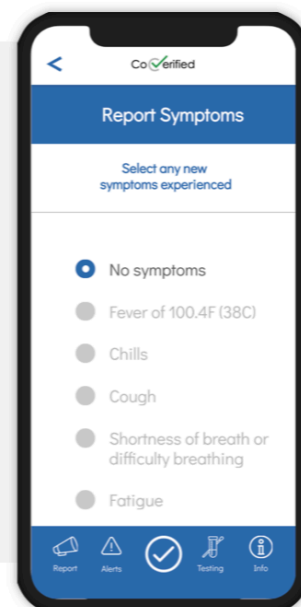

Report Contacts

- You will be automatically prompted to report contacts after receiving a positive COVID-19 test or submitting a positive symptom report

- To report contacts, select the "Report" icon from the bottom of the app screen and then select "Report Contacts"

- To report a contact, simply type the beginning of the contact's name and select the individual from the list

- If you have not engaged in extended contact with anyone in the past 5 days, select "No contacts to report"

Alerts

- You can see a list of notifications from your university, including symptom reminders and contact exposure messages, click the "Alerts" icon
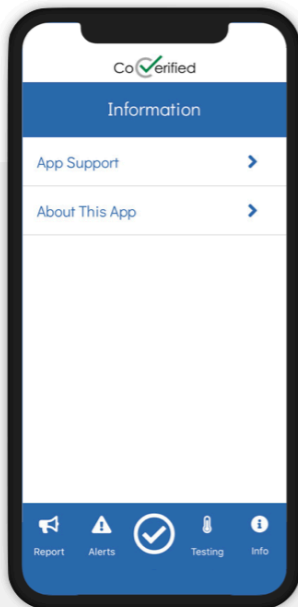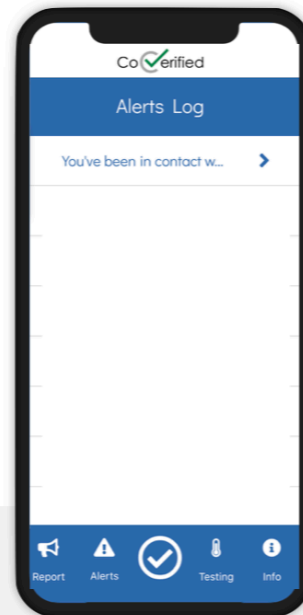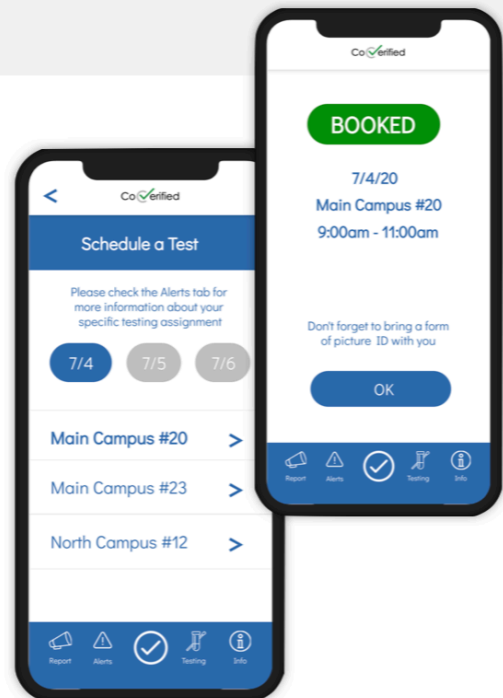
Info Menu & Support

- You can see a list of resources curated by your university by clicking the "Info" icon and then selecting "Resources"

- If you have any questions about your school policies or are experiencing technical difficulties, report it using the "App Support" option

Test Scheduling

- You can schedule COVID-19 PCR tests on campus by selecting the "Testing" icon at the bottom of the app screen

- To schedule a test, select "Schedule a Test"

- After a testing option is chosen, choose "Book" to confirm and schedule the test

- Upcoming tests will show up on the Testing page

Test Result History

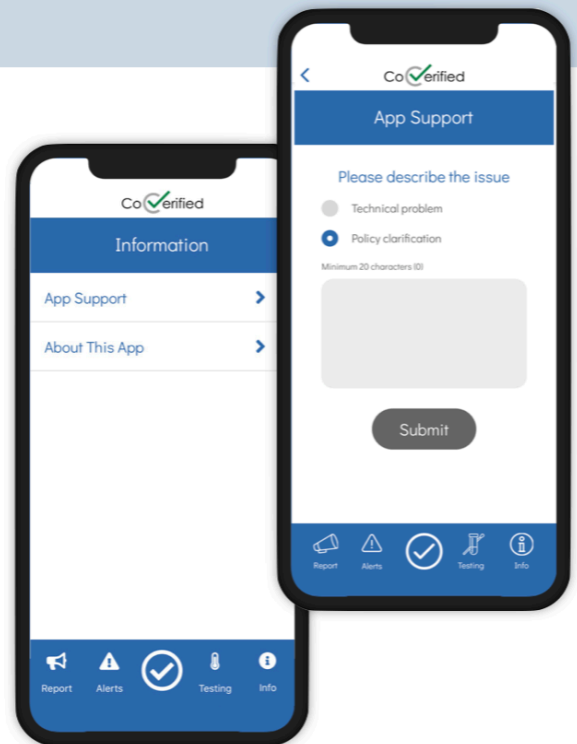- Can be found in the upper right corner of the Testing menu

Support

Mobile Support

- Users can access app support by selecting the "Info" menu icon

- To report a problem, select "App support," designate whether the problem is related to a technical issue or campus policy, and describe the problem in the space provided

Web Support

- Users using the web version of the application can access app support by selecting the "Support" menu icon

- To report a problem, designate whether the problem is related to a technical issue or campus policy and describe the problem in the space provided