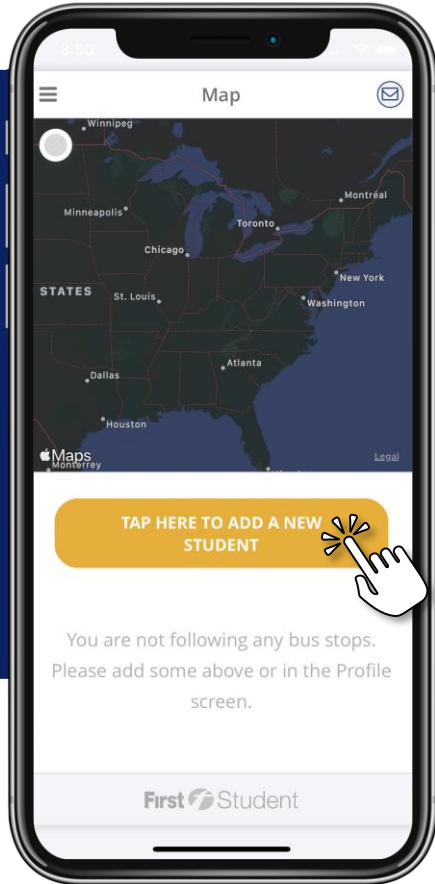




Step 1:
Download app, Register
& Log-In



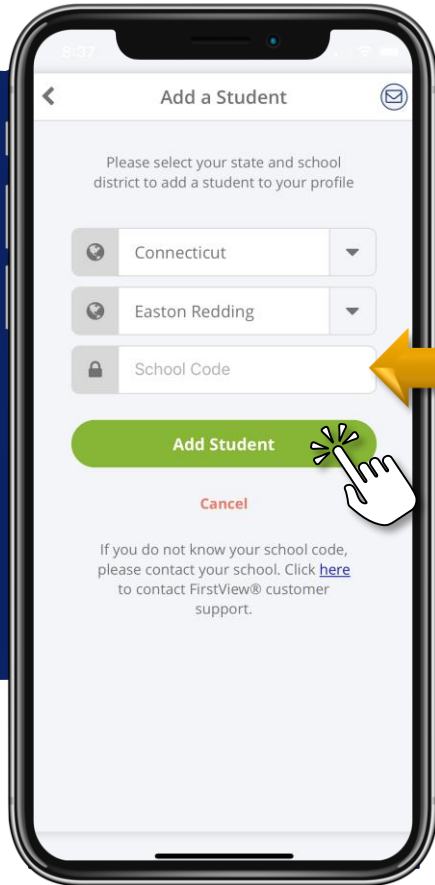
FirstView® Self-Guided Tools



Step 2:
Click the yellow message box to
add your first student



FirstView® Self-Guided Tools



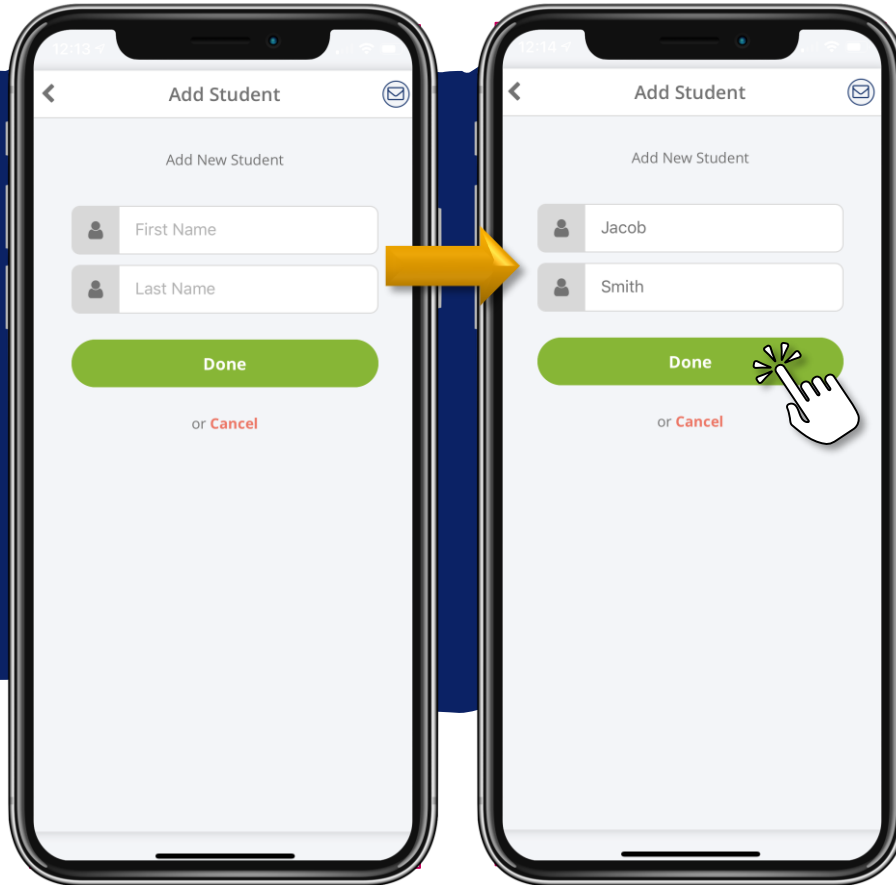
Step 3:

- Select your state and school district from the drop down.
- Add your school code*
- Click 'Add Student'



* If you do not know your school code, please contact your school district.

FirstView® Self-Guided Tools



Step 4:

- Enter your student's first and last name
- Click 'Done'

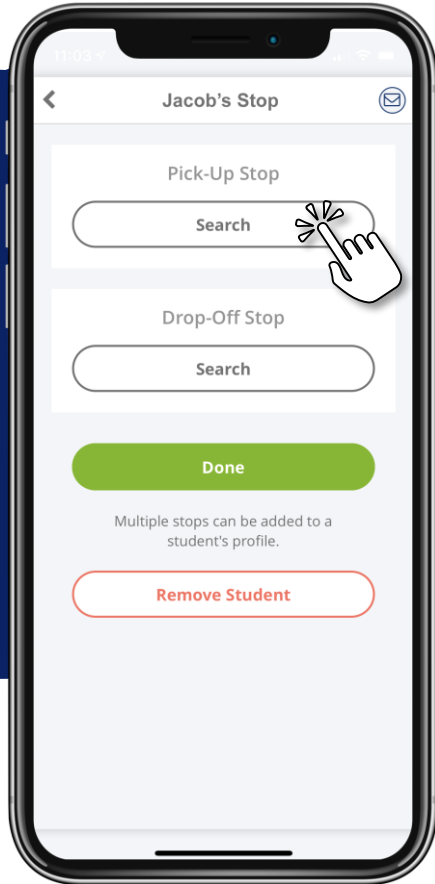


Your student is added!

Next, let's add your student's
assigned stop



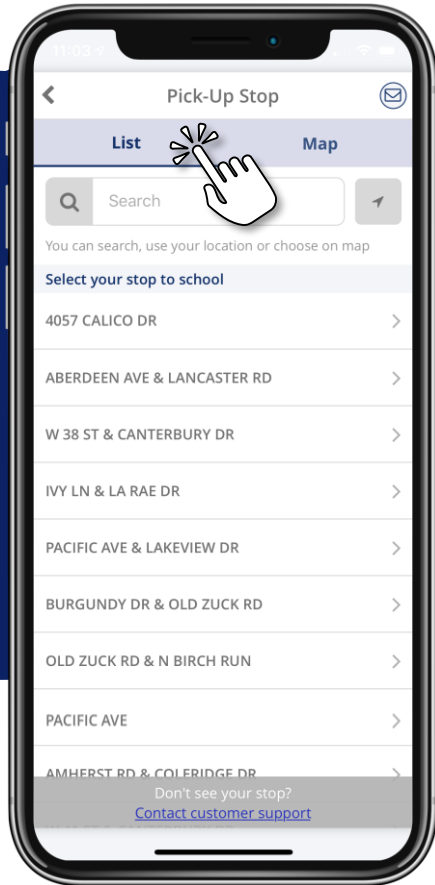
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Step 1:
Click 'Search' under Pick-Up Stop



FirstView® Self-Guided Tools

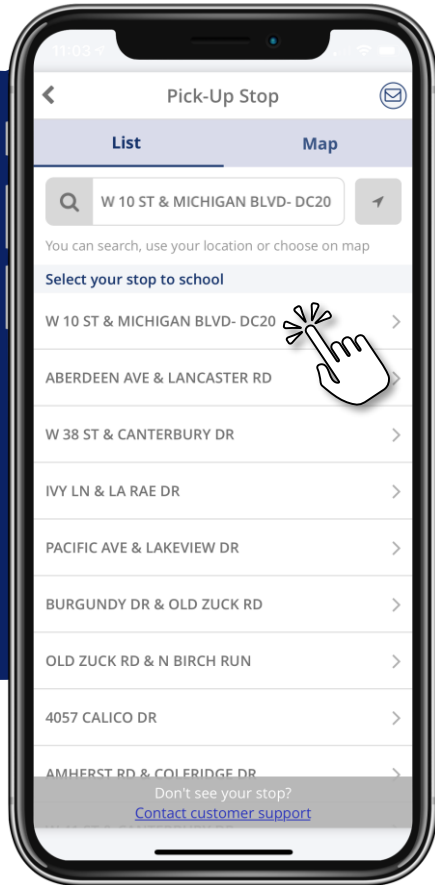


Step 2:

- Click 'List'
- Type in your stop address
- Click on the correct stop from the search results



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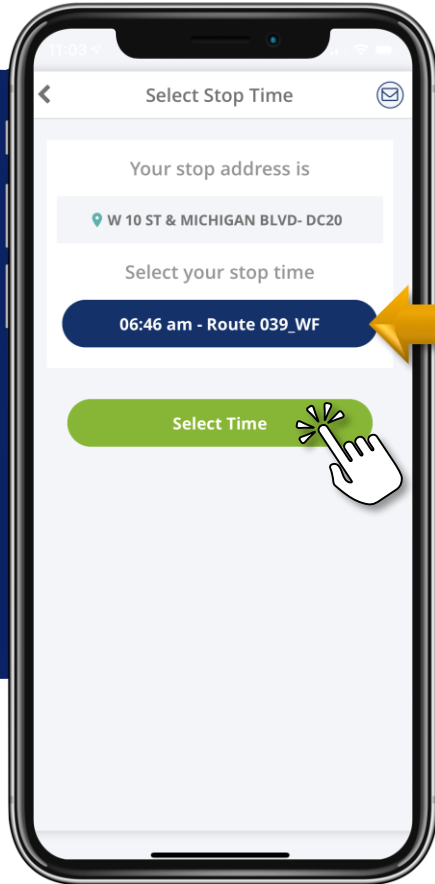
Step 3:

- All available stops matching your search will appear*
- Select the stop address you'd like to add



* Don't see your stop available? Reach out to our support team at support@firstviewapp.com for help.

FirstView® Self-Guided Tools

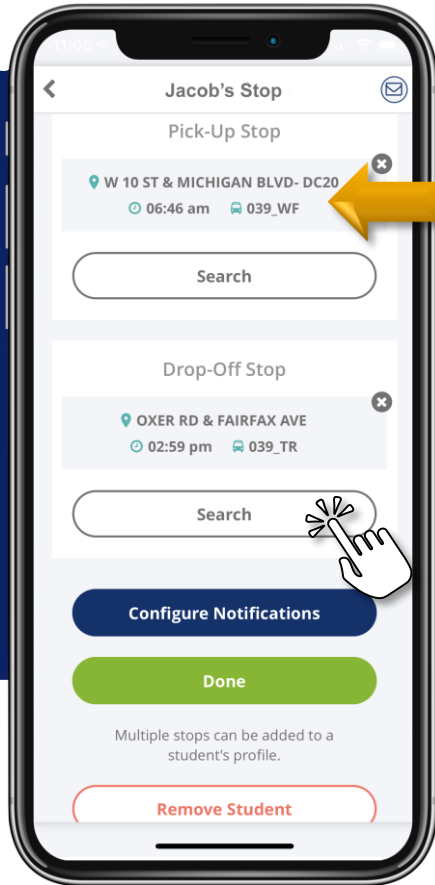


Step 4:

- Select from the available times listed for your stop
- Click 'Select Time' to confirm



FirstView® Self-Guided Tools

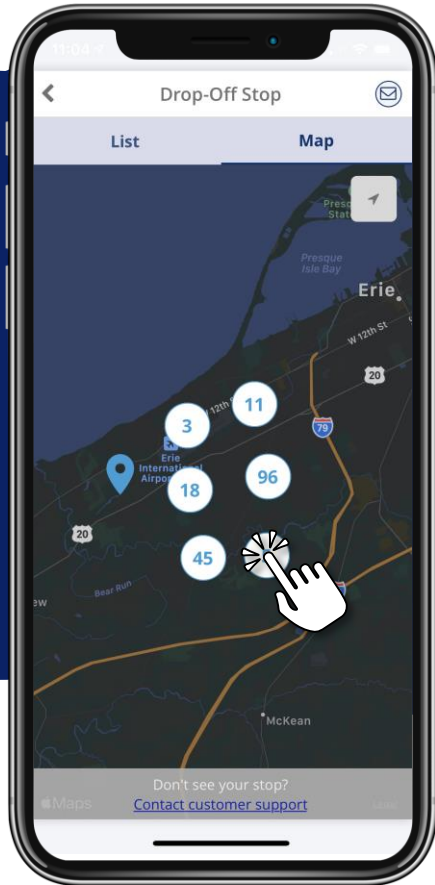


Step 5:

- The pick-up stop is added
- Click 'Search' under the Drop Off Stop section to add the afternoon stop



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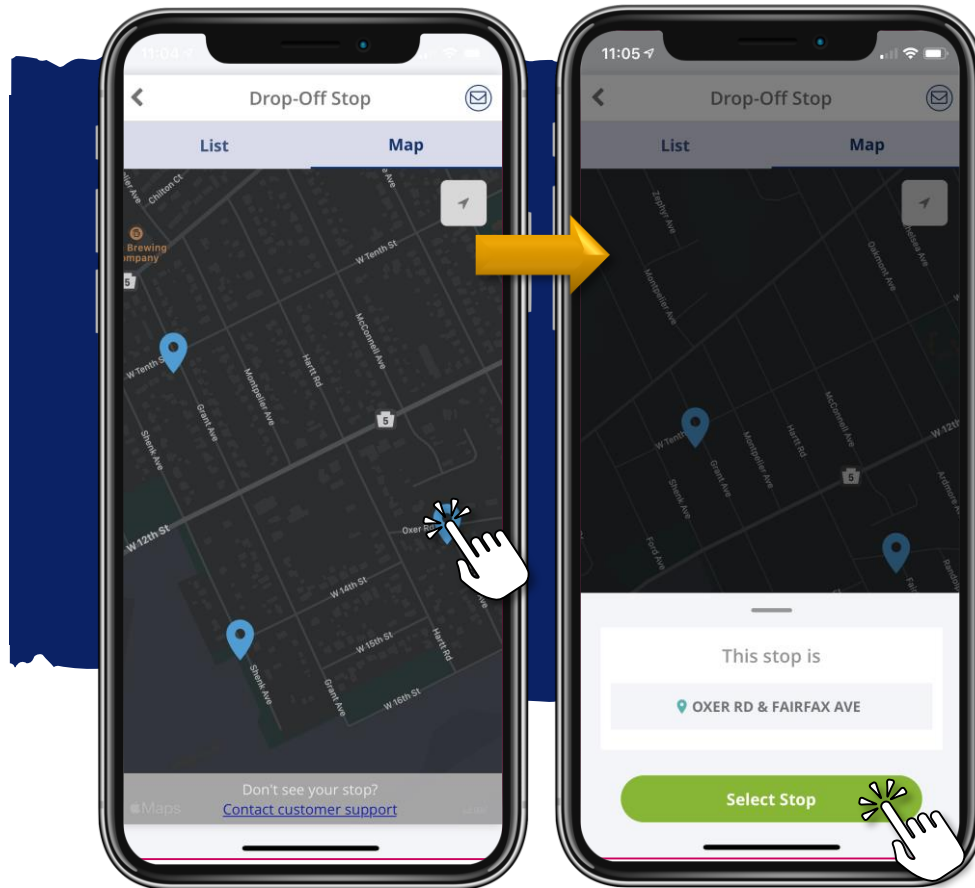


Step 6:

- Click 'Map'
- Click on a circle to zoom in and view that group of stops



FirstView® Self-Guided Tools

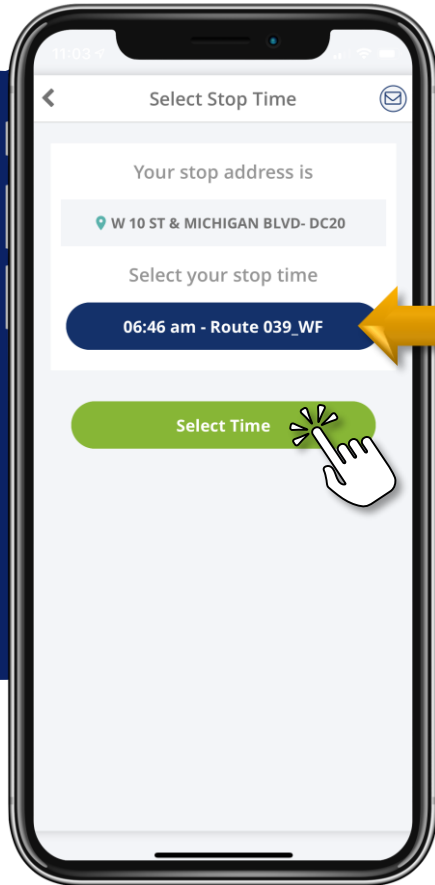


Step 7:

- Click the stop icon to view the stop address
- Click 'Select Stop' to confirm



FirstView® Self-Guided Tools



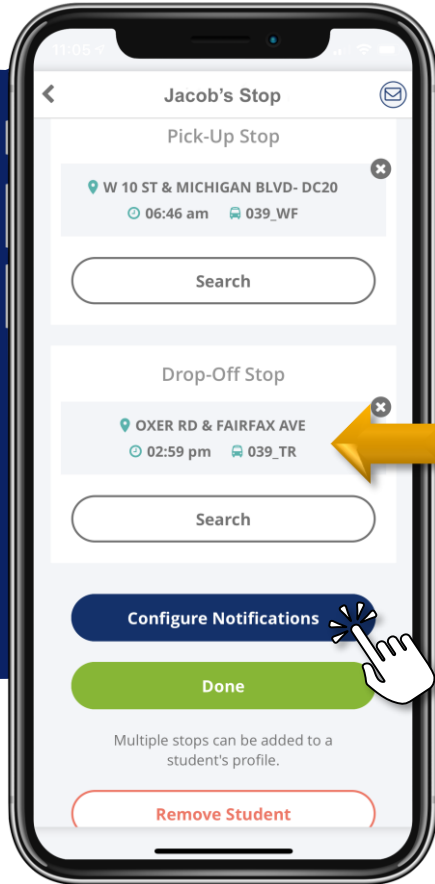
Step 8:

- Select from the available times listed for your stop
- Click 'Select Time' to confirm



* Don't see your stop available? Reach out to our support team at support@firstviewapp.com for help.

FirstView® Self-Guided Tools

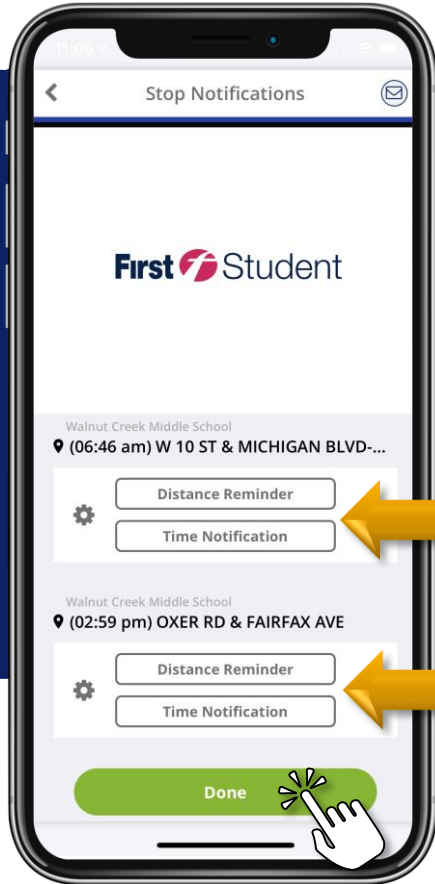


Step 9:

- The drop off stop is added
- Click 'Configure Notifications' to set up alerts



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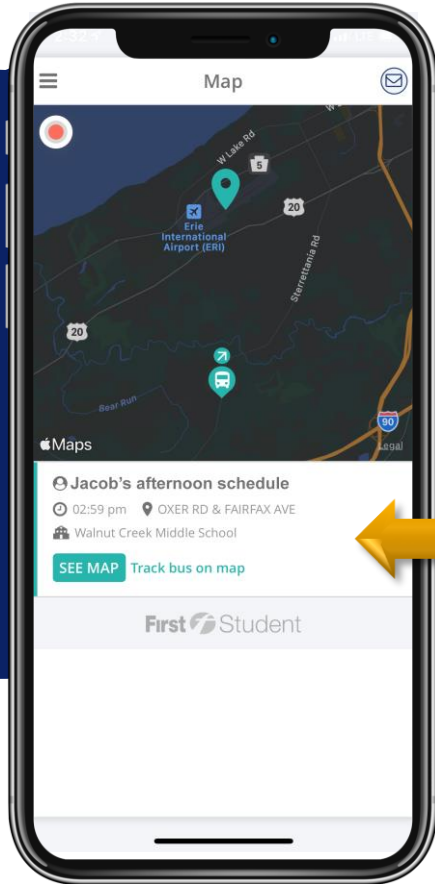


Step 10:

- Setup optional alerts for your student's routes
- These can be edited from your profile later as well



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Step 11:

- Your student's stop information is now displayed on the map for tracking

