



Siderise Inspection App

User Guide



Powered by Microsoft Power Apps



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Installing the App

The New Siderise App uses the Microsoft PowerApps platform to give you access to multiple added benefits.

These include:

- Using your existing Microsoft account
- Easy 7/24 available retrieval and resetting of your password
- Added security protecting you & your data
- Option to share your projects & inspections with your colleagues accounts



Finding the App

You can find and download the Microsoft PowerApps platform on Play Store (Android), App Store (Apple) and Microsoft Store (Windows) or alternatively you can access it through your web browser. Siderise recommend using one of the app platforms rather than the web browser.

Getting Access to the Siderise Inspection App

Please send an e-mail to: app.requests@Siderise.com and we will set up your account. You will then receive an e-mail with your username and password advising that your account has been set up. This will be provisioned access until you sign in for the first time.

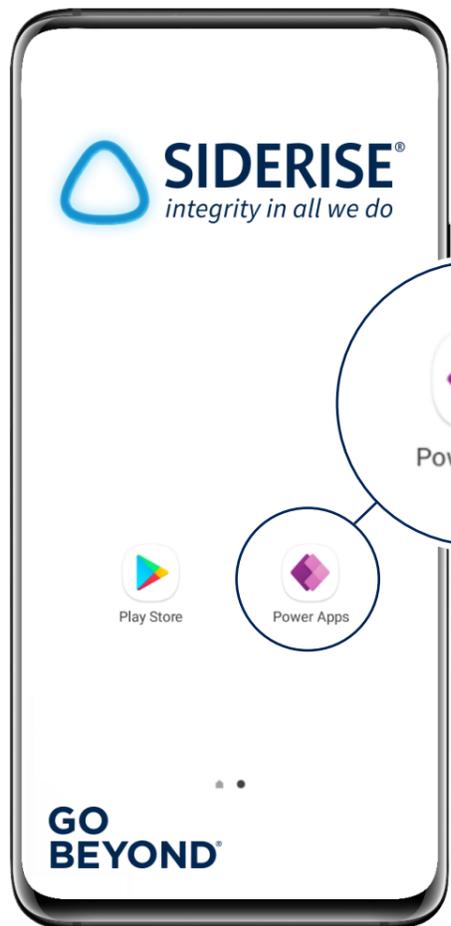


Fig 1.1

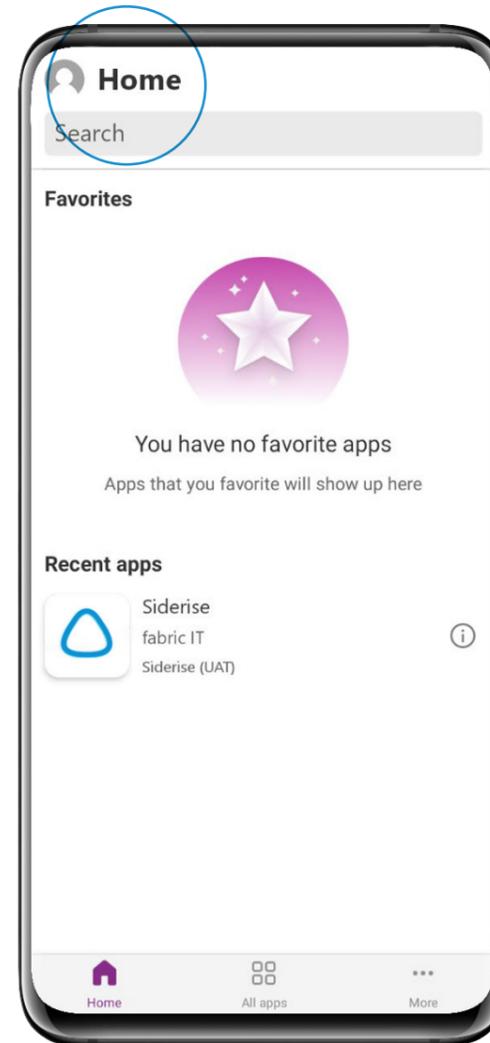


Fig 1.2

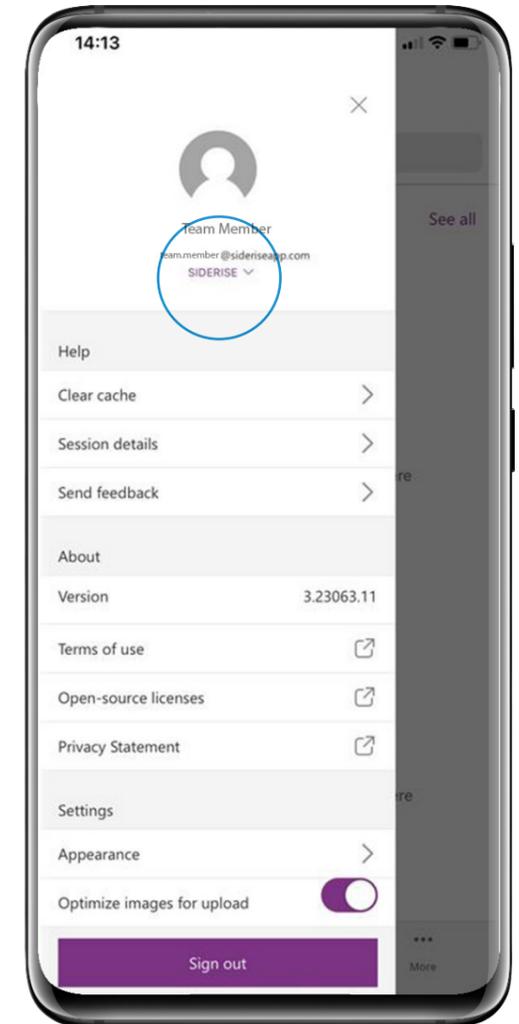


Fig 1.3

Starting the Siderise Inspection App

Once your account has been granted access to the Siderise Inspection App, you will receive a confirmation email and it will show up in your PowerApps.

Press the home icon (Fig 1.2). You will then see your user details (Fig 1.3).

Click the drop down under your email address to ensure the directory is set to SIDERISE (Guest) (Fig 1.4).

Press the Siderise logo to launch the Siderise Inspection App.

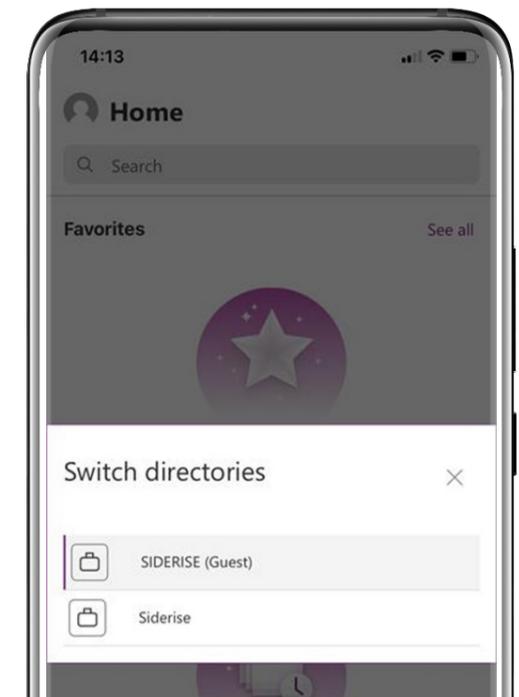


Fig 1.4

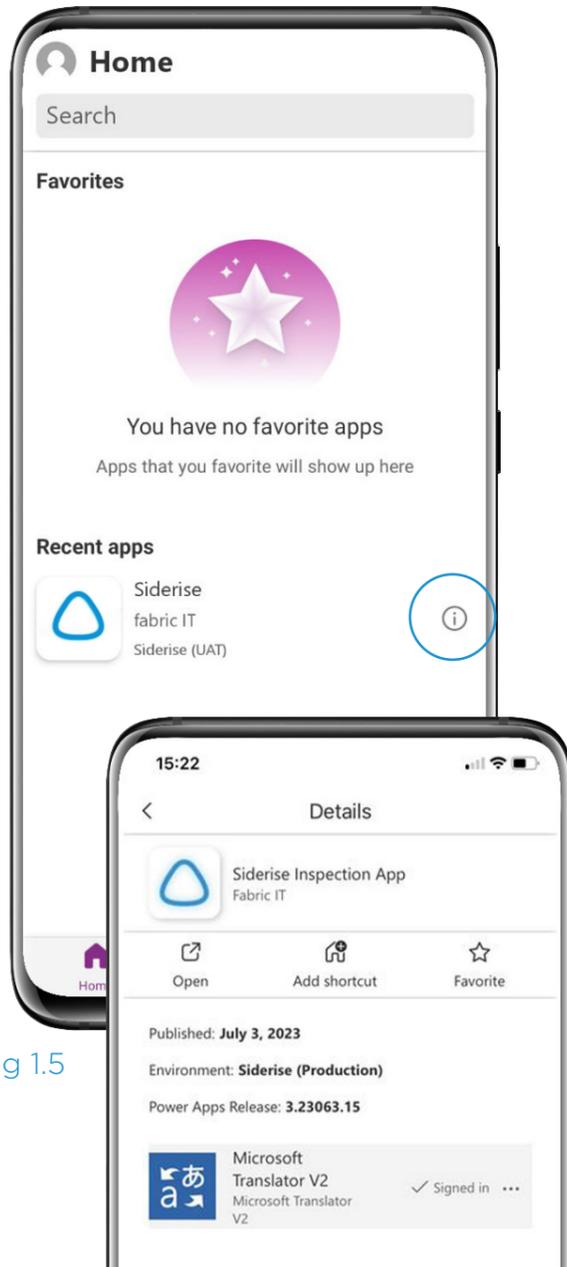


Fig 1.5



Fig 1.6

Quick access to the Siderise Inspection App

On the info screen it presents you with the option to “Pin to Home” (Fig 1.7), by pressing this it will load a Siderise App button on your home screen (Fig 1.6).

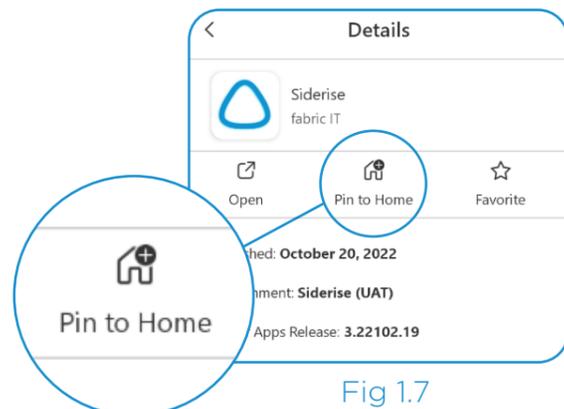


Fig 1.7

The Info button (Fig 1.5) will give you the full app details.

General Navigation

The New Siderise Inspection App has been designed to make finding your way around even easier. Below shows the App home screen which shows once the app is opened.



Fig 2.1

Navigation Bar

The Navigation Bar appears at the bottom of the screen, it shows buttons to the different areas of the App and also a Home button to go back to the above screen.



Fig 2.2



Back & Save Buttons

The back or save button appears at the top of the screen which takes you back to the previous screen.

Catalogue



Fig 3.1

The Catalogue is the area in the Siderise Inspection App where you can find more information about Siderise products.

The first screen that will appear will show a list of the products in a categories (Fig 3.1). By pressing on the dropdown you can scroll through the different product types to find the product you want to look up. Selecting it will expand the list of the product variants.

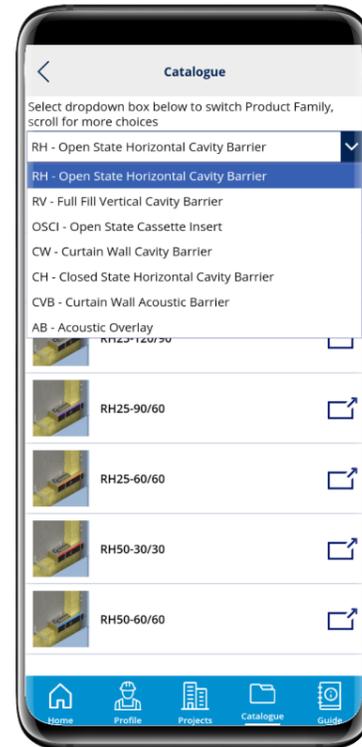


Fig 3.2

Pressing on the product takes you to the relevant webpage on www.siderise.com.

Profile

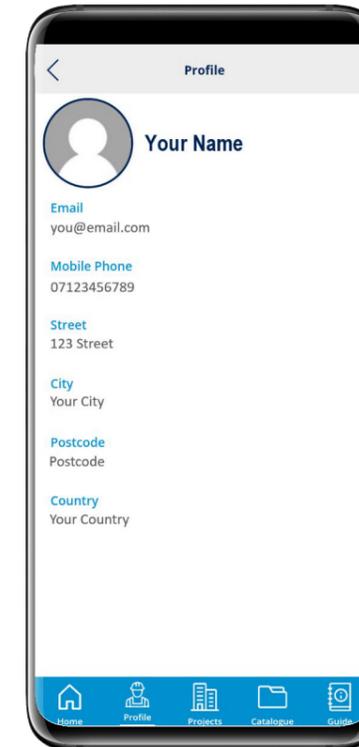


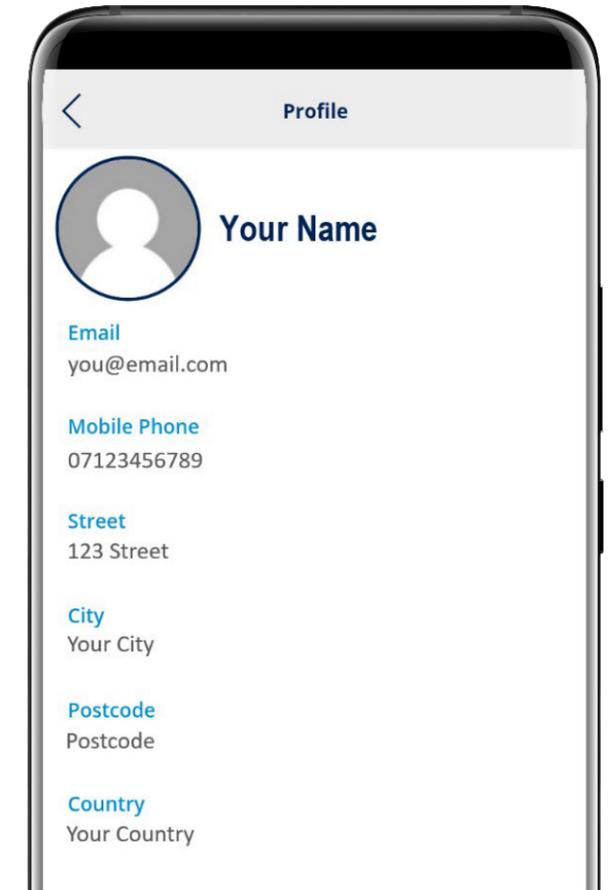
Fig 4.1

This area shows the account details registered for using the Siderise Inspection App.

It is important to check that these details are correct as they are the details which will be used to contact you including forwarding the reviewed reports.

These details will also be used to start filling out the inspections you create to save you time from having to re-enter them every time.

If you find any mistakes in your profile, please contact Siderise support and we will help to correct them.



Guide



Fig 5.1

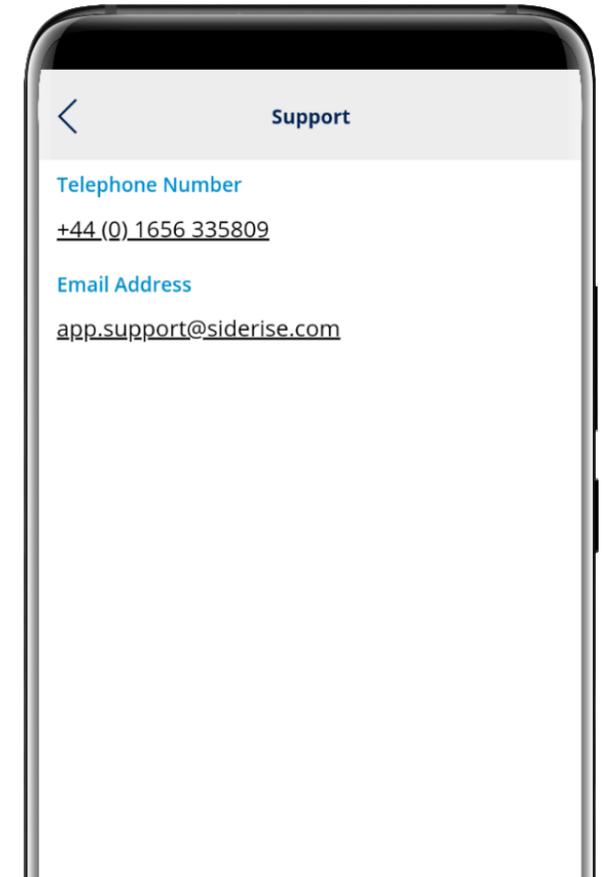
This button will take you to our App webpage which provides links and a copy of this guide for easy access.

It will open this page in your devices default web browser.

Support



Fig 6.1



This button will take you to our contact details for support on your account, using the app or any other queries relating to the Siderise Inspection App.

By pressing or holding the number, it should automatically open with the number ready to call, pressing on the email address should create a new email addressed to us in your devices default email application.

Settings

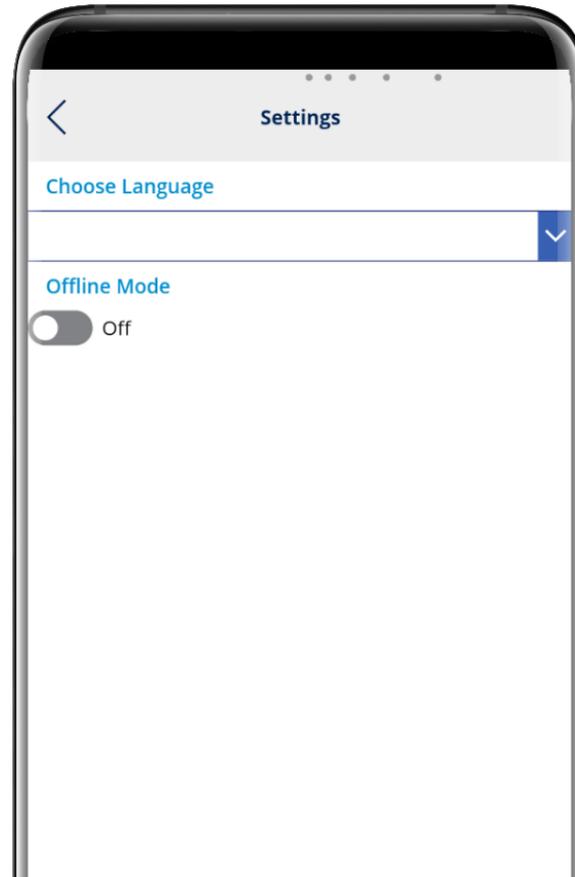


Fig 5.1

This button will take you to the Siderise Inspection App settings.

The language option allows you to choose your preferred language within the App. Please note, some text may not translate into other languages.

You can choose to activate offline mode using the toggle button, this can only be activated once you have created a project and at least one inspection. When toggled on, you will need to choose which project you wish to use then the App will download all of the current information to your device. Activating offline mode is only done after creating the Project and Inspection (including elements where



possible) then deactivating offline mode as soon as you regain connectivity for faster loading and to avoid losing any of your inspection. You can only conduct inspections on the selected Project when activating offline mode once it is active. You can update Projects and Inspections before submitting once you turn off offline mode.

Projects

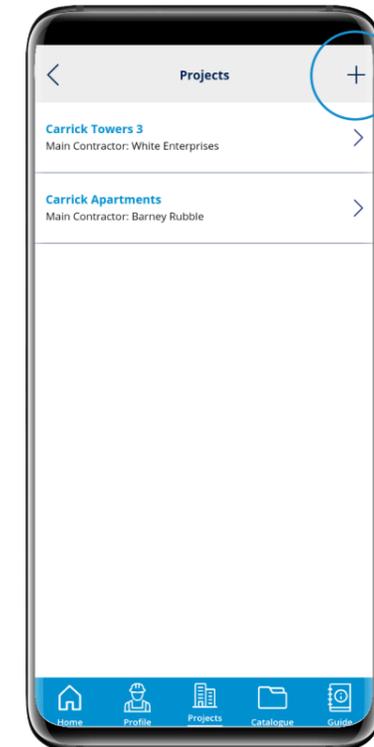


Fig 8.1

This button will take you to your Projects area. Here you will find a list of any Projects you have created or have been shared to you.

When you first start using the Siderise Inspection App, you'll likely find an empty list (Fig 8.1). If you believe there should be Projects already there or they are missing, please contact our support team.

To create a new Project you can press the "Plus" button at the top of the screen. On the Project Details page (Fig 8.2) that opens you will find all the information entry fields.

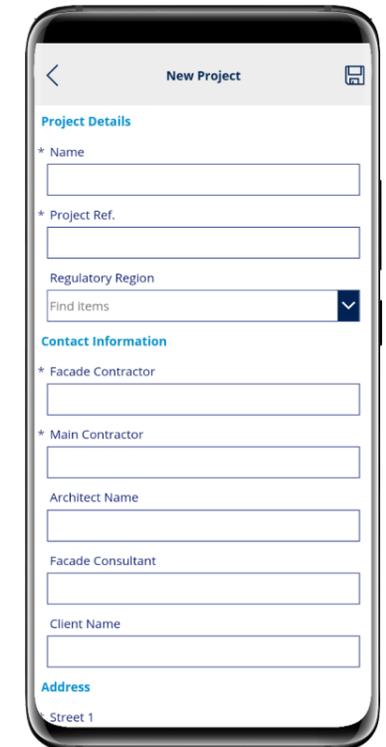


Fig 8.2

All the fields with an asterisk by are required, any without do not need to be filled in to save your project

Inspections

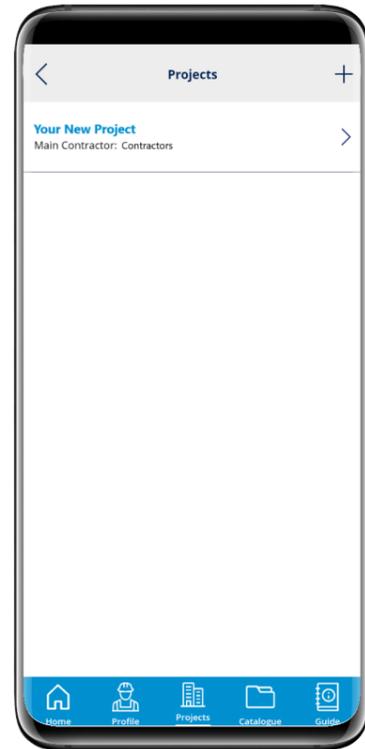


Fig 8.3

Once you have filled in all of the fields and press save, the app will return to the Projects page.

This time you will find your project added to the list (Fig 8.3).

When you click on the project it will launch the project details (Fig 8.4) where you can check that they are all correct and edit if required.

You can also Archive the project if it is completed and you no longer need to use that template.

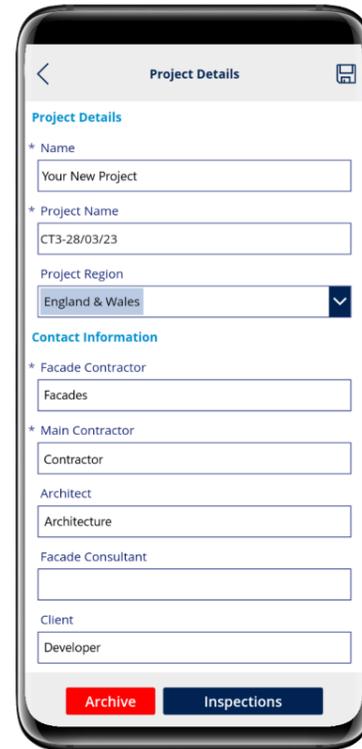


Fig 8.4

If you have done this by mistake, contact our support team to re-activate the project for you.

On this screen is where you will find access to the inspections.

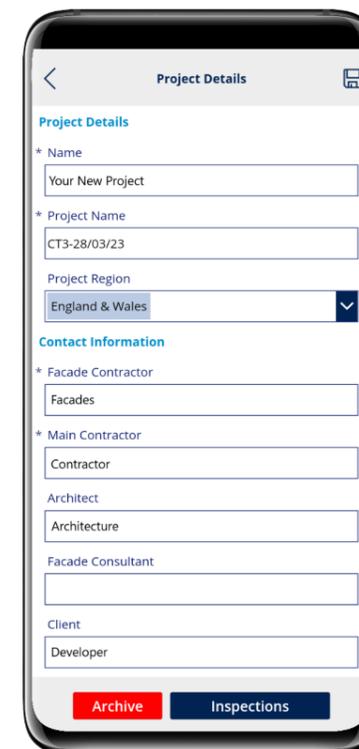


Fig 9.1

Please note, to begin an inspection you must have the project set up following the guidance in the previous section in this guide. In the Projects area when you click on the project to view the details, at the bottom along with the archive button you will find an inspections button.

Press this button to open the inspections for this project. This is where you will find a list of all the inspections already carried out for this project (Fig 9.2).

If you wish to share your project with anyone so that all of your inspections can be listed together contact our support team.

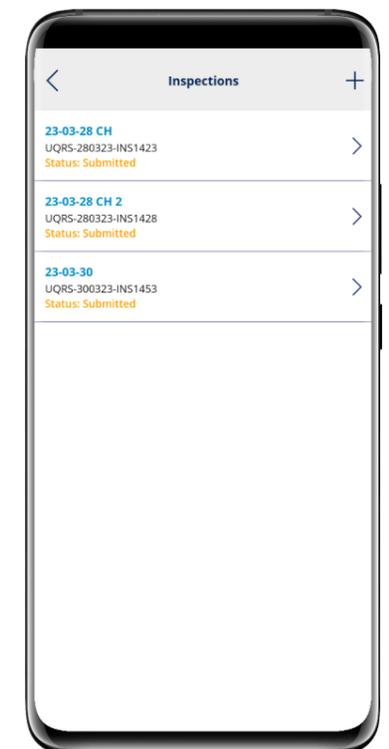


Fig 9.2

This will mean that all of your combined inspections will be listed here on this screen, to assist you from duplicating inspections or make it easier to share areas covered already by your team.

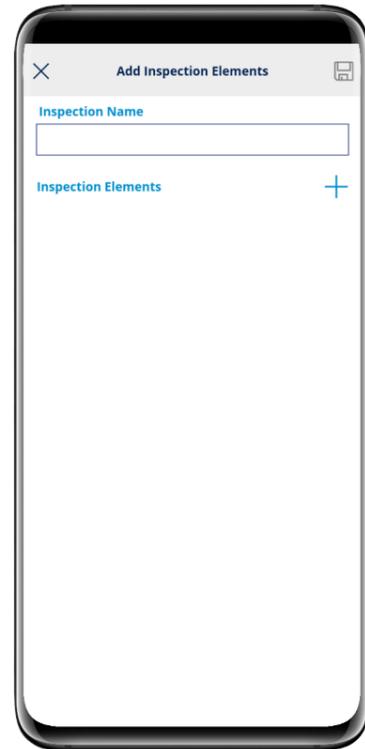


Fig 9.3

Press the plus symbol to start a new inspection. The first part you will be presented with is the inspection set-up (Fig 9.3).

First is the Inspection name. You can enter any name here but we would recommend using something descriptive as this is the name that will be visible in the inspections list. For example "Project Name - Mast 1" Next you need to add the products you want to inspect by pressing the plus symbol by elements.

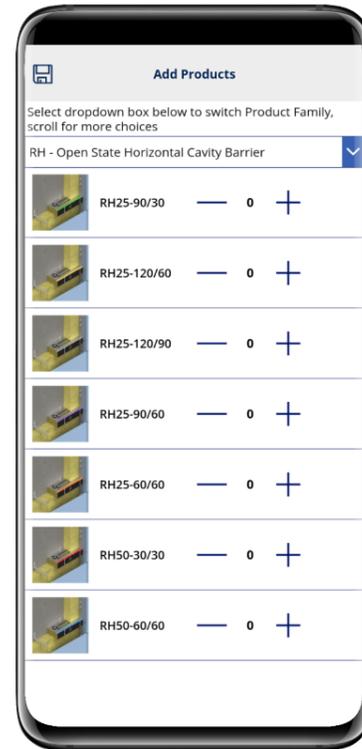


Fig 9.4

This will open a list of the products, select the product type from the drop-down box and it will open the product grades. Using the plus and minus symbols you can select as many products as you need and even multiple of the same product if you want to separate different areas of installed product.

Press the save icon at the top left corner to save your choices. This must be done first if planning to use the offline mode, elements can be removed but not added when in offline mode.

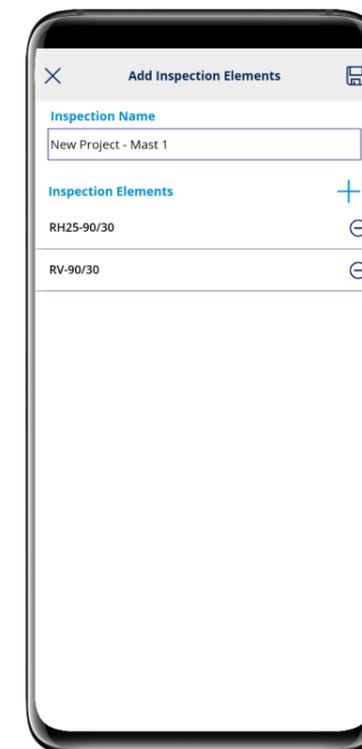


Fig 9.5

The screen will then show the elements you have selected in a list.

If you have accidentally added too many you can delete them by pressing the minus button in the circle next to them.

If you are ready to proceed, press the save icon on the top right and the inspection will be generated.

You will get a loading screen as below which can take a few moments depending on the products and amount you have entered. You will get a second loading screen when activating Offline mode, this may take a few minutes depending on how many elements you've added.

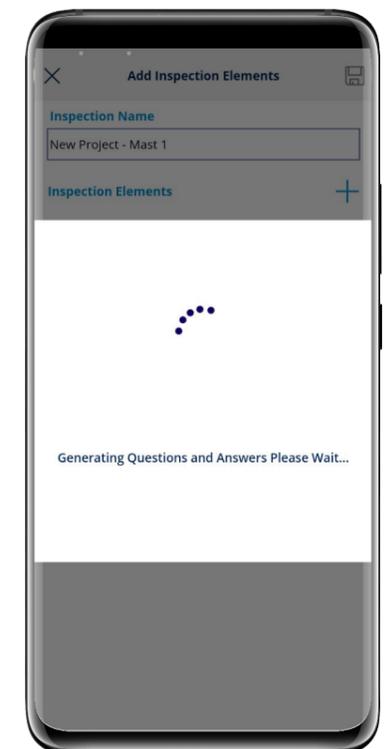


Fig 9.6

Once finished, this will be synced to the cloud. This means you can exit the app or go back to other areas of the app and this inspection will still be listed under the inspections area of the project.

You can come back to complete it at any time.

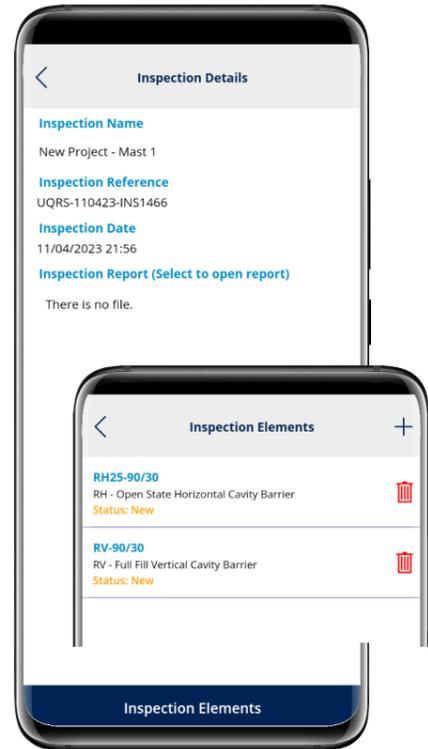


Fig 9.7

When you're ready to commence the inspection press on the Inspection Elements button then the element with the "New" Status.

First you will be asked a couple of questions relating to the location of the inspection element and if the installation team that carried out the works here have been trained by Siderise. Please note this will appear after turning offline mode off if using the offline feature.

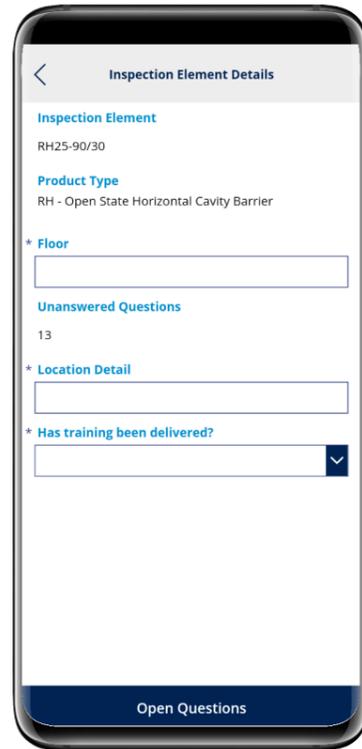


Fig 9.8

Once finished, press open questions to open the specific set of questions relating to the installation quality of the product. You'll need to repeat this for each Inspection Element.

You may get a short loading screen (Fig 9.6) again, this is normal.

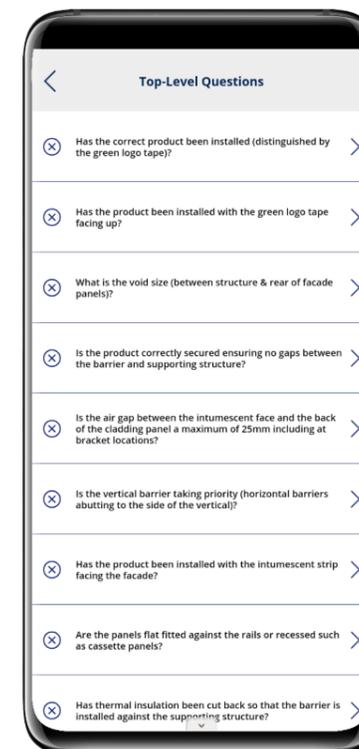


Fig 9.9

They will appear as a list with greyed check marks on the left. Click on each question to open it (Fig 9.9).

On this screen is the question, a basic image showing what is meant by the question and the multiple choice answers (Fig 9.10).

When selecting an answer it may open a further list on the same page to answer using this same process.

Camera icons shown in red require a photo as mandatory, to add photos press the camera icon and the add image screen will open (Fig 9.11).

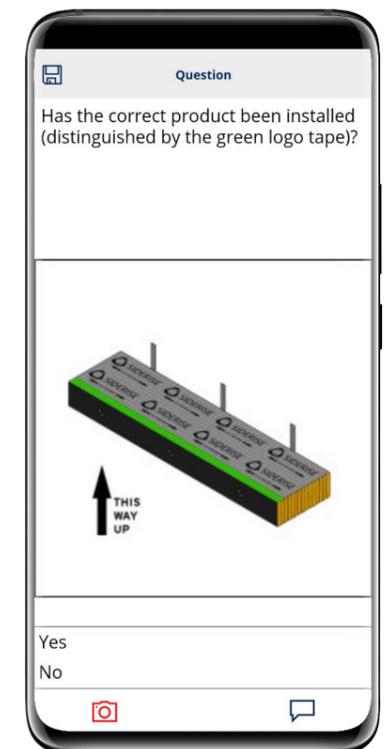


Fig 9.10

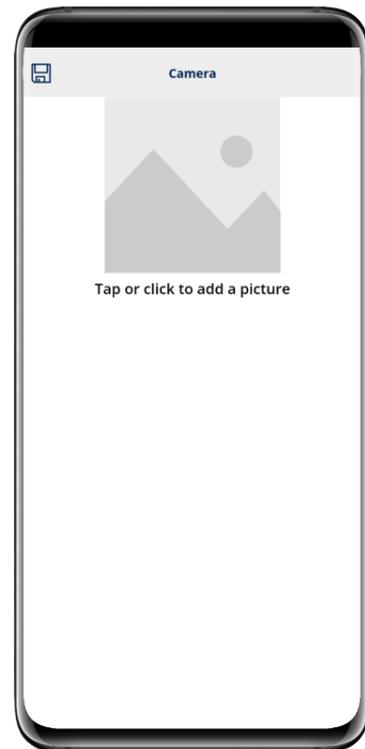


Fig 9.11

Press the "...add a picture" text to do so, it will give you the option to take a photo or add photo from your devices gallery.

Once you have taken or added a photo it will appear for upload (Fig 9.12).

Press the upload button to add it to the inspection. To add another photo, repeat this process pressing upload after each one. The photos you have uploaded will show as thumbnails on this screen. You can delete them using the bin icon if necessary. Press the save button at the top left of the screen when finished.

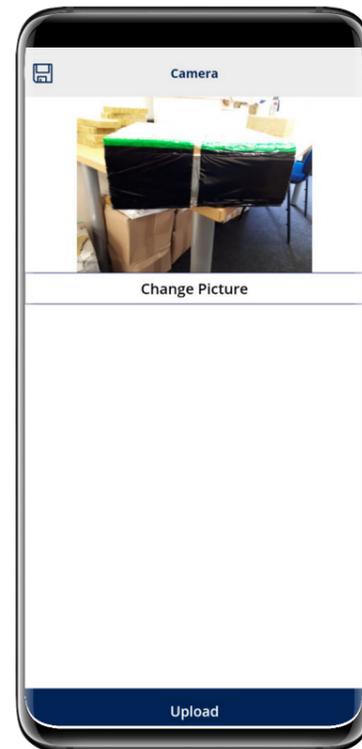


Fig 9.12

The camera icon will show green with a number by it to show photos have been added.

When answering the questions, if something is not right it will come up with a note in red (Fig 9.13).

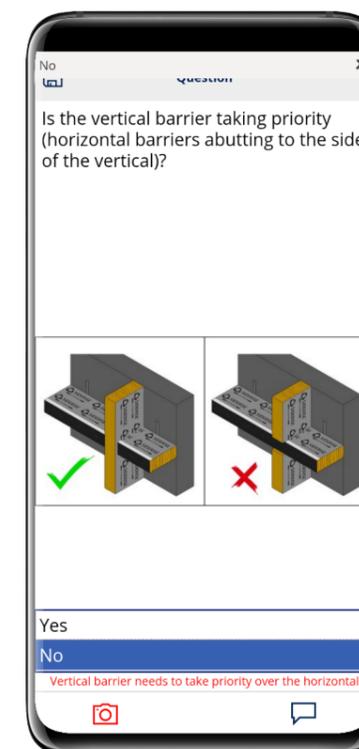


Fig 9.13

Once you have completed all of the questions they will have a green tick next to them in the list. Press the back button at the top left and it will return to the element page which should now show 0 by unanswered questions.

Press the confirm button to close the element.

It will then take you to the details page showing the element as complete. Once all of the elements are complete the submit button will appear at the bottom of the screen (Fig 9.15).

If you are finished with the inspection press the submit button.

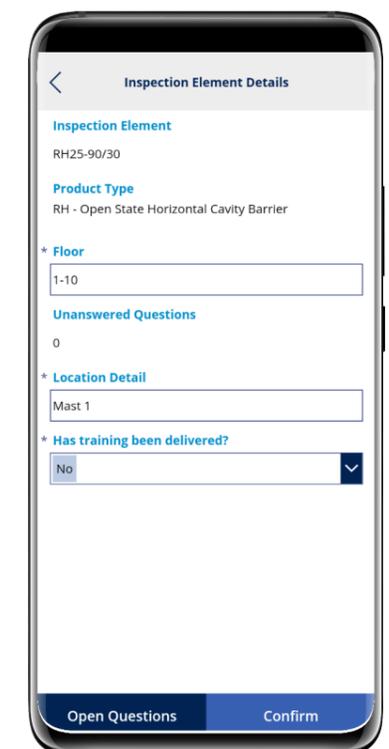


Fig 9.14

This will open a signature screen. You will need to sign in the box, accept the terms & conditions and then press the submit button. The inspection will then be submitted to the system for our Internal Site Services team to review.

Your report will show in the inspections list on your project.



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