

# Getting Started Guide

Teachers & Staff: **FD8D07**

MobileServe is available as a mobile app in the App store and Google Play and can be used on most smartphones and tablets.

If you'd rather not use the mobile app, you can create and manage your MobileServe account from any internet-connected device at: [app.mobileserve.com](http://app.mobileserve.com). Simply skip the download instructions below and start with Create Your Account.

## Download the App

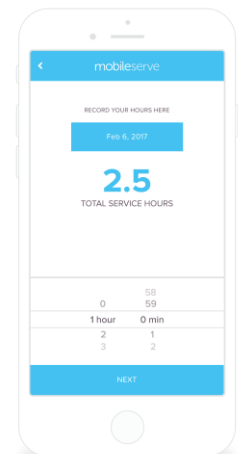
1. Go to the App Store or Google Play.
2. Search "MobileServe."
3. Tap the **Get** or **Install** button next to MobileServe App.

## Create Your Account

1. Open the app or go to [app.mobileserve.com](http://app.mobileserve.com) & select **Sign Up**.
2. Enter your name, birthday, and create a password. You can skip the Employer / School box.
3. Select **Next**.
4. Add an optional photo to your profile or skip.
5. Select **Next**.
6. Enter the 6-digit code listed above.
7. When the event name pops up, select **Join**.

## Log Your Hours

After joining your organization(s), be sure to categorize your service log within the correct organization, or multiple organizations at once, by checking the box next to the org. name and selecting the correct service category.



Questions? Email [support@mobileserve.com](mailto:support@mobileserve.com)  
Or chat with support in the app or at [app.mobileserve.com](http://app.mobileserve.com)