# kokomo 24/7™
### ENVISION SAFER WORKPLACES

COVID19TRACKER™

GET IT ON Google Play

Download on the App Store

## MOBILE APP QUICK GUIDE

---

**1**

### Download the Kokomo24/7 Enterprise IMS App and Sign-In

Enterprise

---

**2**

### Log-In

Enter password provided and select the Self Report button to begin your daily self-assignment.

---
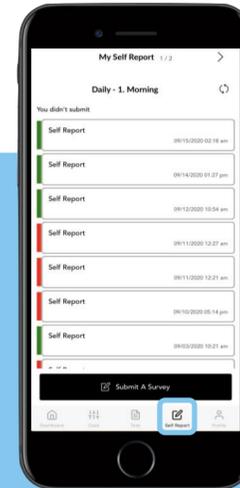
**3**

### Self-Reporting

Fill out the questionnaire and select the Save button. Please note questions may differ from workplace to workplace.

---
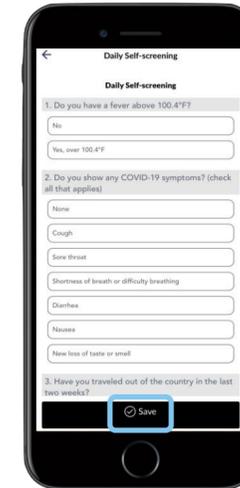
**4**

### Successful Report Submission

Upon competing your self-screening you will receive either a red or green passport badge. A log of all submitted screenings are listed for you in the Self Report button.

Kokomo24/7 Daily Self Screen...
09/15 05:06 pm
Reported 00:00:14 ago

Kokomo24/7 Daily Self Screen...
09/15 02:49 pm
Reported 02:17:36

---

## HOW TO

# MAKE CHANGES TO YOUR SUBMITTED RESPONSES

---

**1**

### Self-Report

Under "Self-Report" you will see a list of all the recent daily self-screenings you've completed. Simply select the screening you just submitted.

---
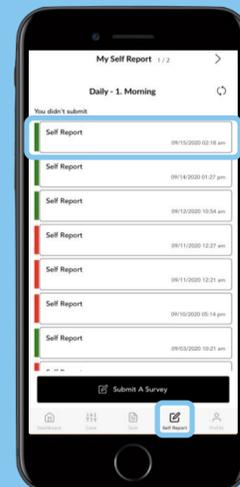
**2**

### Re-Submitting Your Daily Self-Screening Questionnaire

After you select your last submitted self-screening, change the answer you mistakenly selected. Then select the Save button.

---
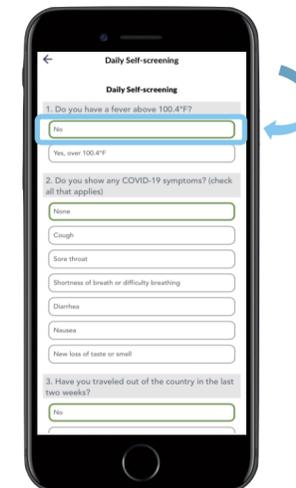
**3**

### Refresh Your Screen To See Your Corrected Daily Self-Screening Questionnaire

By selecting the Refresh icon in the upper right hand corner of your screen, you will see the corrected daily self-screening.