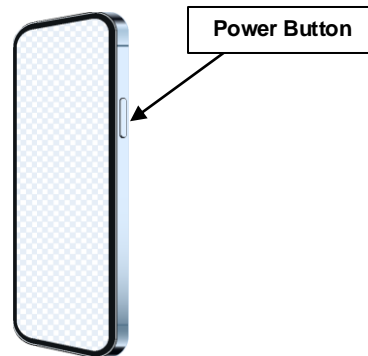# *EVV Device Quick Start Guide*

Congratulations! You are now the new owner of an electronic device acquired through the EVV Device Voucher Program.

Detailed instructions for setting up your specific device can be found inside the box.
Here are the basic steps:

Power Button

1. Press and hold the Power Button (see image) for a few seconds to power on your device.

2. Select a language, and then press "Start."

3. Connect to Wi-Fi.

4. Set up Google services by following the prompts.

5. Setup your email using the email address on file at Tempus.

6. View Terms and select "I agree."

7. Optional: Set up the "Protect your phone feature."

8. Google Services page will be displayed. Choose the services you wish to use and select "Accept" from the options at the bottom of your screen.

Manufacturer warranty information can be found on the Tempus Website under EVV. If you need further support please call our EVV Support Team at 877-479-7577; Option #9

Internet access:

- Access to the internet **is needed** during EVV registration, for the PCA to upload shifts from the App, and for the Consumer to approve the shifts in the Portal.

- Internet access **is not needed** during clocking in and out. The PCA device will store all shift information.

Registering for the EVV Portal (PCAs and Consumers) and then downloading the App (PCAs only)

Support is available to help you with this step. Please use one of the methods below to help you complete this with ease!

1. **In-Person or Virtual (Zoom) Training** — Register for training so one of our trainers can assist

2. **EVV Website** — Under Training use the self-paced training module for "Creating an Account" or the EVV Guide for "Creating an EVV Account"

3. **Tempus Office** — Visit a local office so one of our Regional Liaisons can assist

4. **EVV Support Team** — Call 877-479-7577; Option #9 and a member from our team will be happy to help you

5. **PCM Agency** — Consumers can ask their skills trainer to assist during a visit

You can scan this QR code ,using the camera on your device, to access the training section of the EVV Website.

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