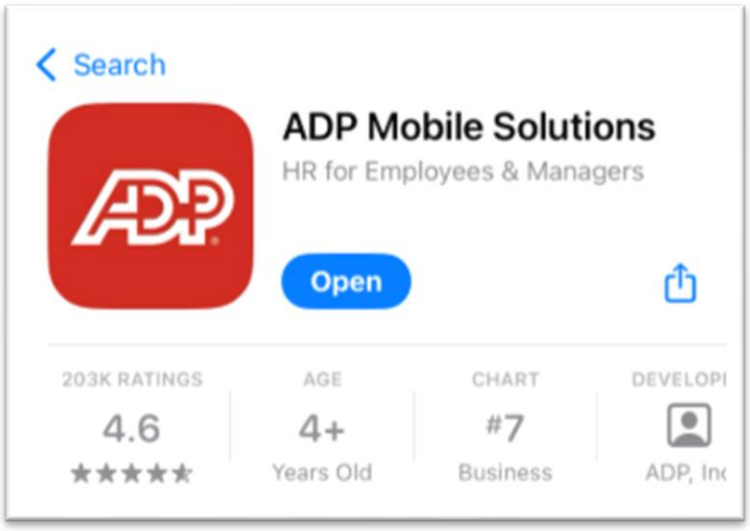
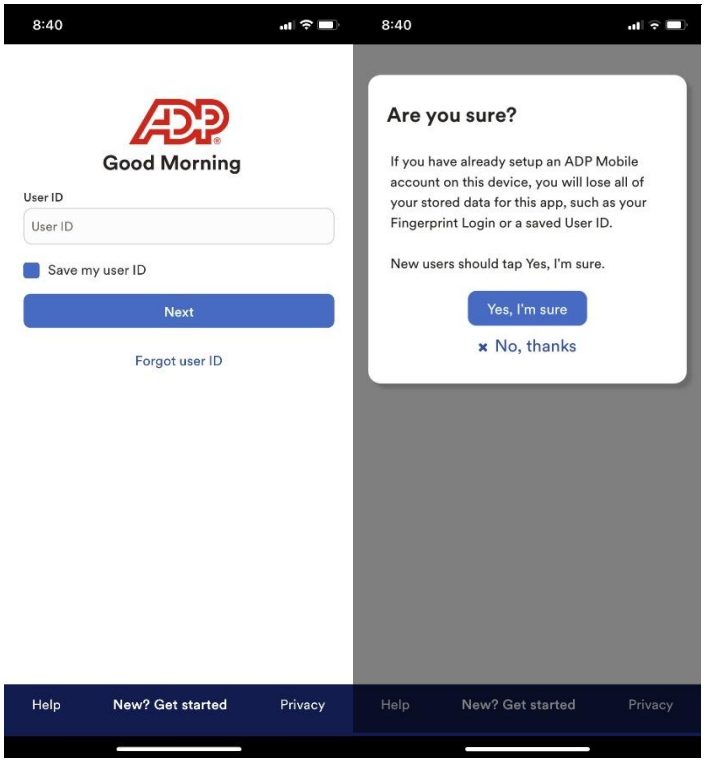
ADP Mobile Solutions – Install

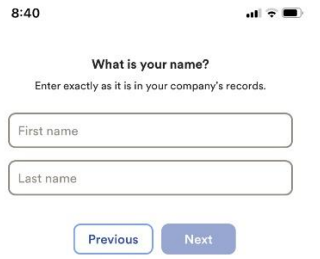
1. Go to your phone's app store and install "ADP Mobile Solutions".

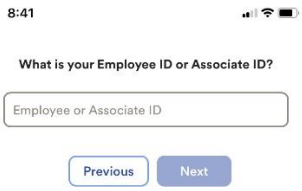


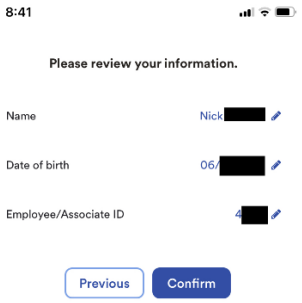
2. Open the app and click "New? Get started" at the bottom of the screen.
    a. If prompted to confirm, click "Yes, I'm sure".
    b. Chose "No" when asked if you have a registration code.
    c. Chose "Canada" when asked where are you based.



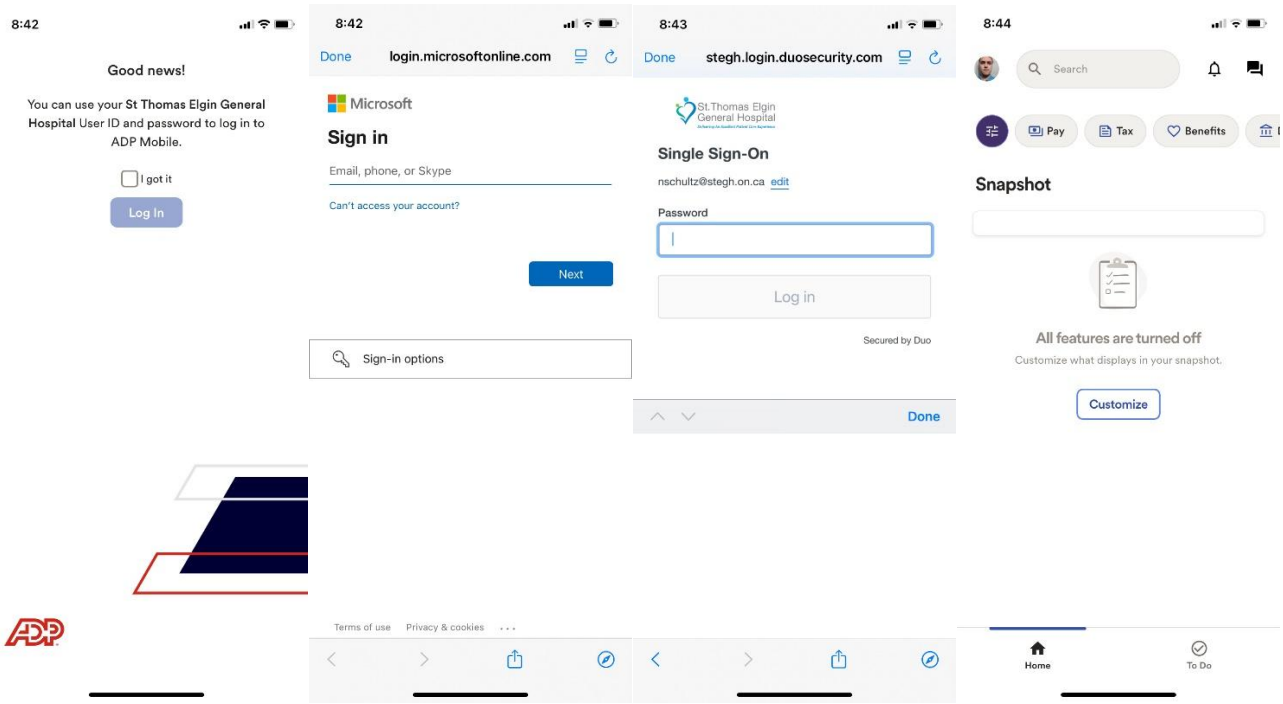
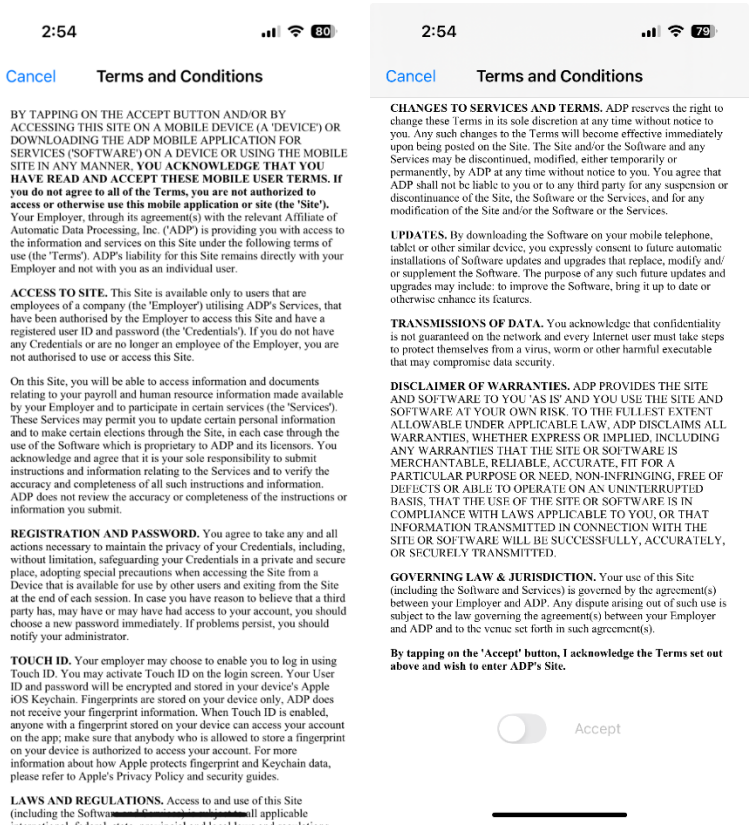
3. The app will request your information to locate your profile.
    a. Fill out your legal first and last name. Preferred names will likely error out.
    b. Enter your birth date.
    c. Enter your 4 digit Employee ID.
    d. Confirm what you have submitted in the next window.







4. If the information provided is correct, you should receive the following message that you have been matched to St Thomas Elgin General Hospital and that you can use your STEGH credentials to login.
    a. If you receive an error, it may be because you used your preferred name.
5. Press “Log In” and proceed with your STEGH email address and Password.
    a. After accepting the DUO Push, you should be signed into the application.



6. If you get a screen asking to accept the terms and conditions, please accept them.
    a. If they didn't appear, ignore this step.