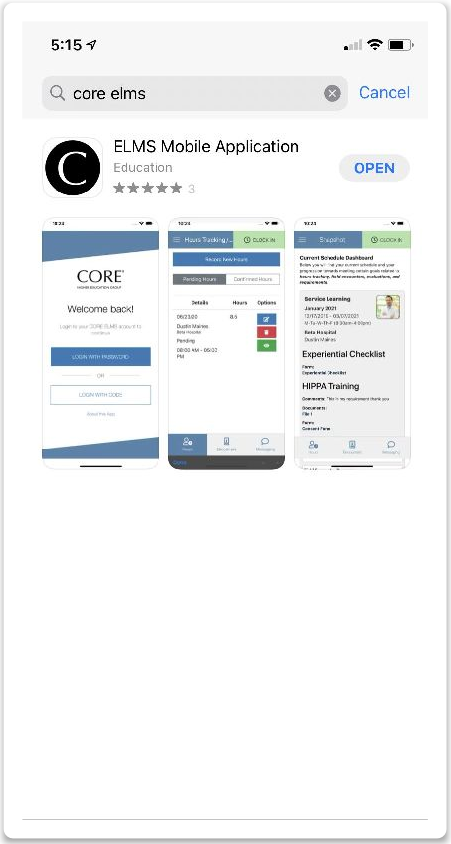
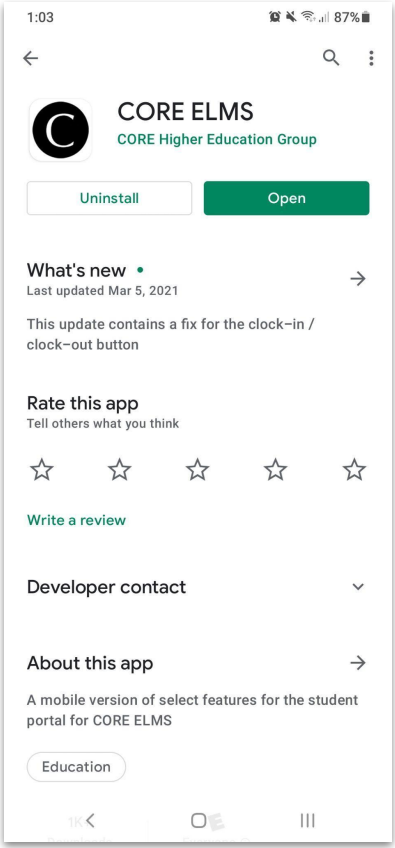
Using the CORE ELMS Mobile App

In the **Apple App Store** or **Google Play Store**, search for the **CORE ELMS** mobile app



iPhone



Android

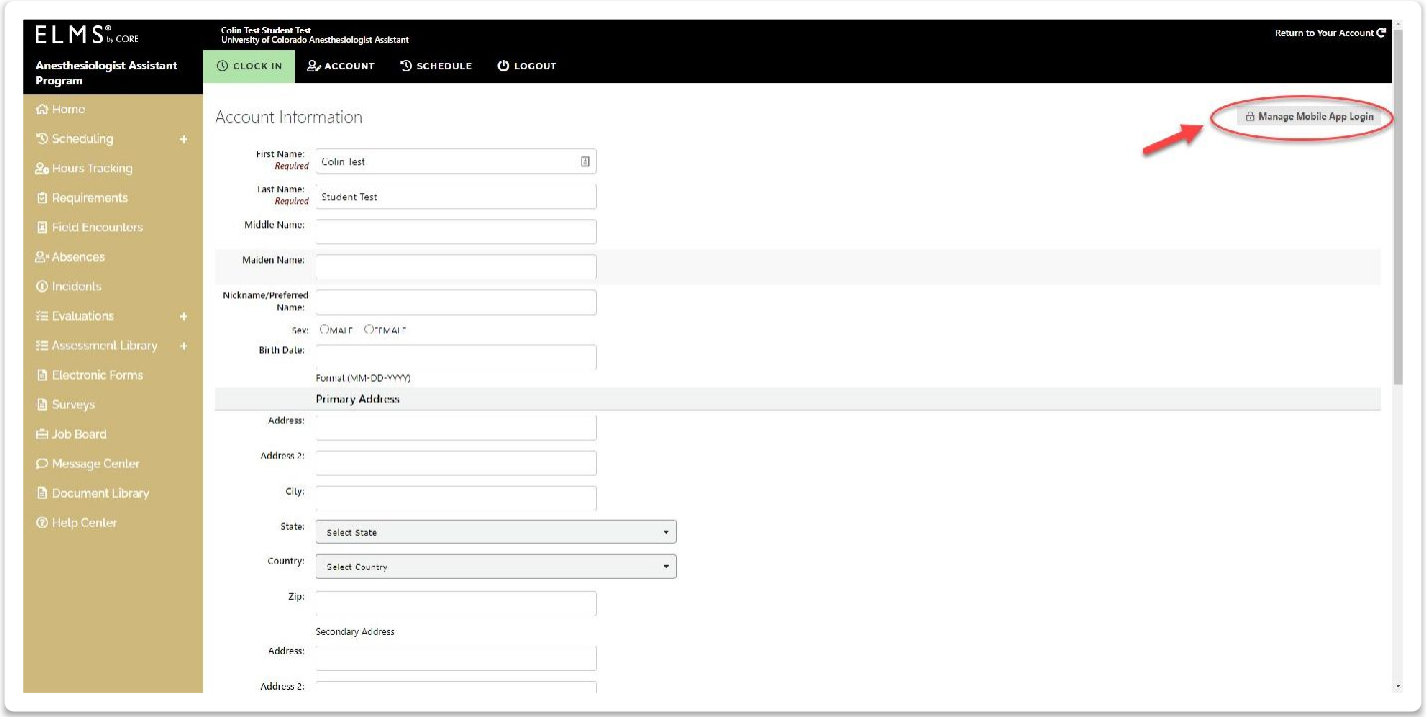
CORE ELMS

Using the CORE ELMS Mobile App

After downloading the app, log into your ELMS account from your laptop or desktop computer.

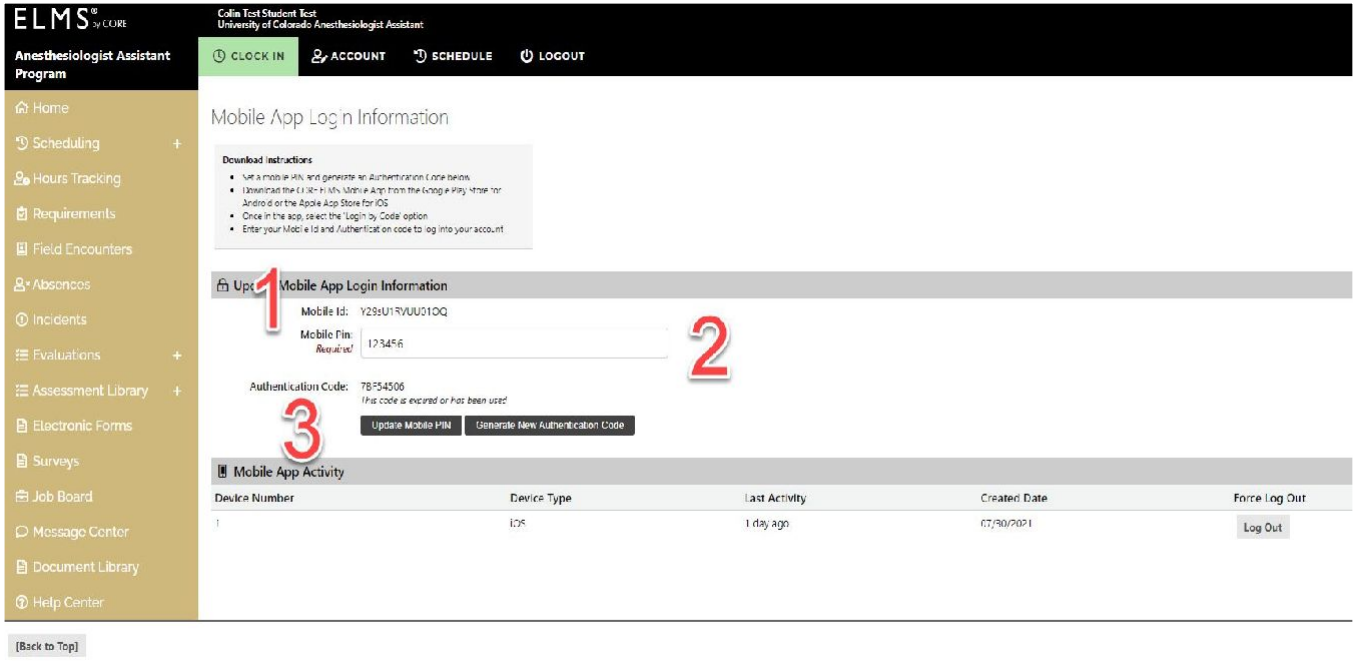
Using the CORE ELMS Mobile App

Go to **Account Information,** and then select **Manage Mobile App Login** in the top right corner:



Using the CORE ELMS Mobile App

1. Your **Mobile ID** will function as your ***username*** when logging into the mobile app
2. Your **Mobile Pin** will function as your ***password*** AFTER you have logged in for the first time
3. The **Authentication Code** will serve as the ***password for your first login***



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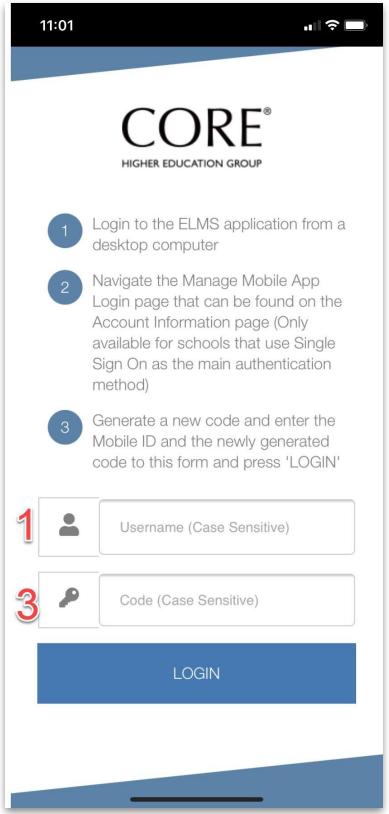
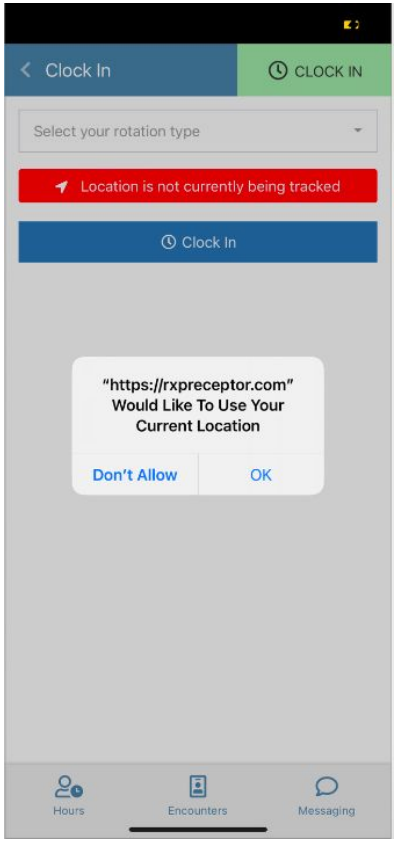


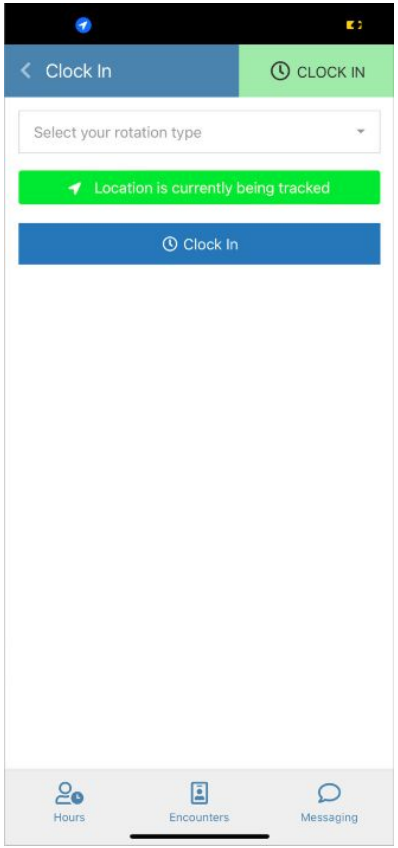
Both iPhone and Android phones will have identical screen content.

Enabling Location Sharing

For students logging hours on their phone, your institution may require you to enable location sharing. When you Clock-In from your iPhone for the first time, you will be presented with a message asking if you would like to enable location sharing. Select the appropriate option.

For iPhone users: your phone needs to be updated to iOS 14 or the most recent version

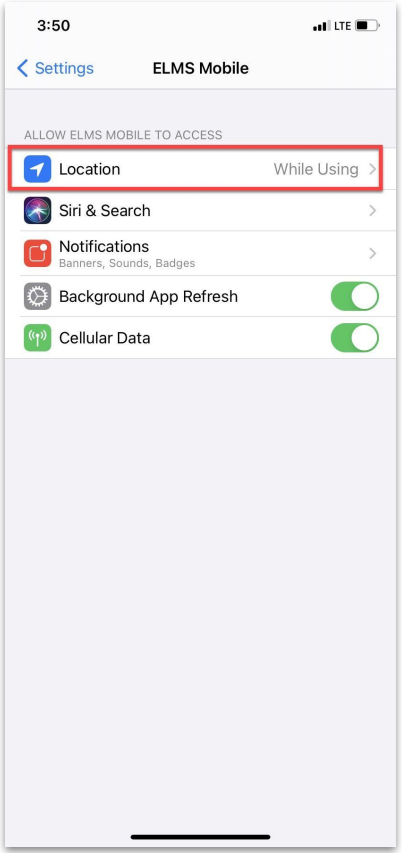




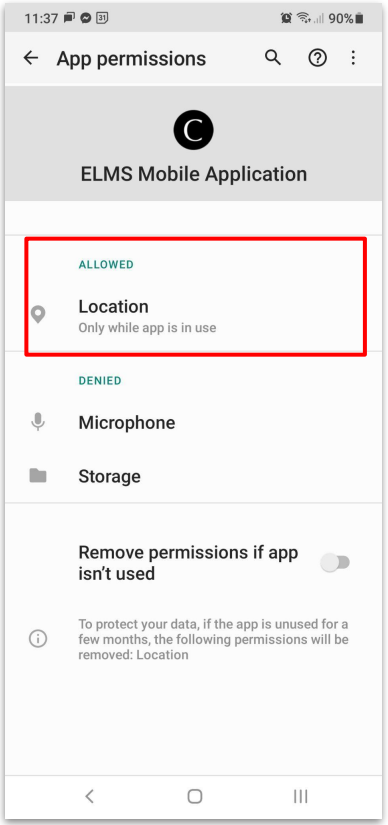
Enabling Location Sharing

You can also go to your iPhone or Android's settings menu, select the **CORE ELMS** Mobile App, and enable location sharing.

For iPhone users: your phone needs to be updated to iOS 14 or the most recent version



iPhone



Android

Enabling Location Sharing

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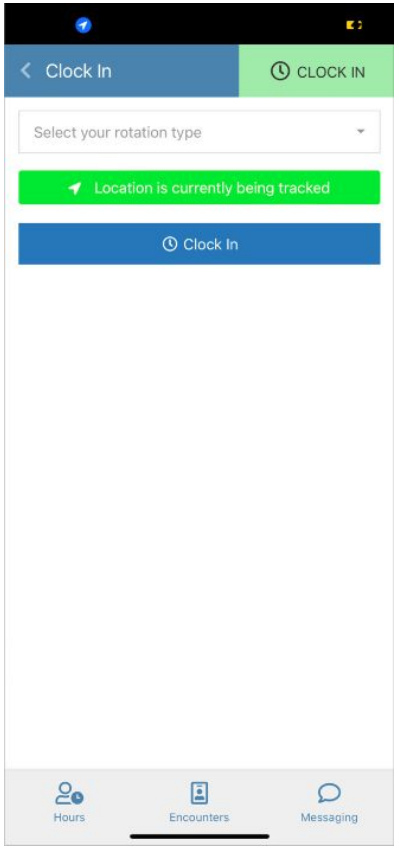
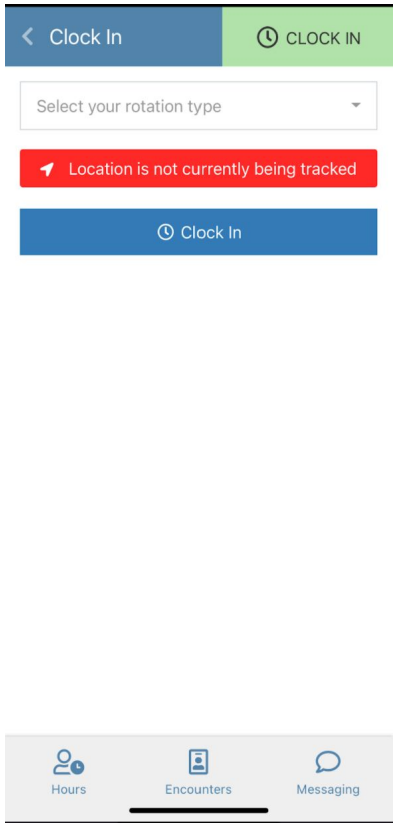


Location currently tracked



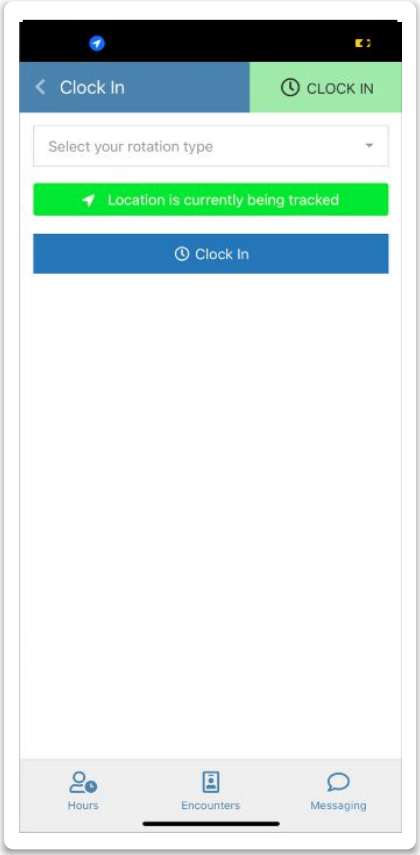
Location not currently tracked

CORE ELMS

Using the CORE ELMS Mobile App

Once logged in to the mobile app, track your hours by tapping the **green *Clock In*** button in the top right.

Select your preceptor/site from the drop down menu and click the **blue *Clock In*** button.

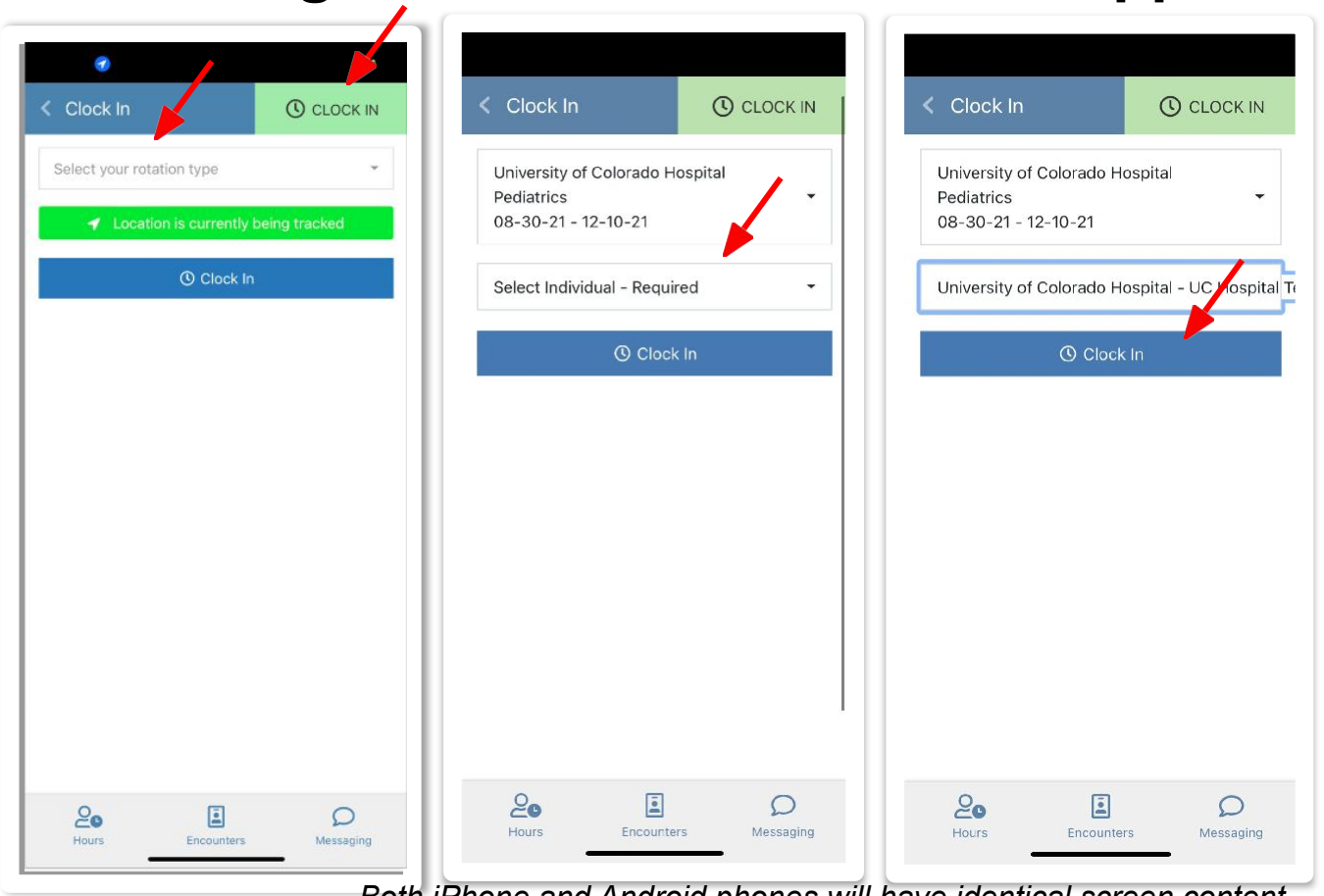


Both iPhone and Android phones will have identical screen content.

Using the CORE ELMS Mobile App

After selecting **Clock In,** you will be prompted to select your **Site** and **Preceptor:**

Select your preceptor/site from the 1st drop down menu and select your individual site from the 2nd drop down menu. Tap the **blue *Clock In*** button to clock in.



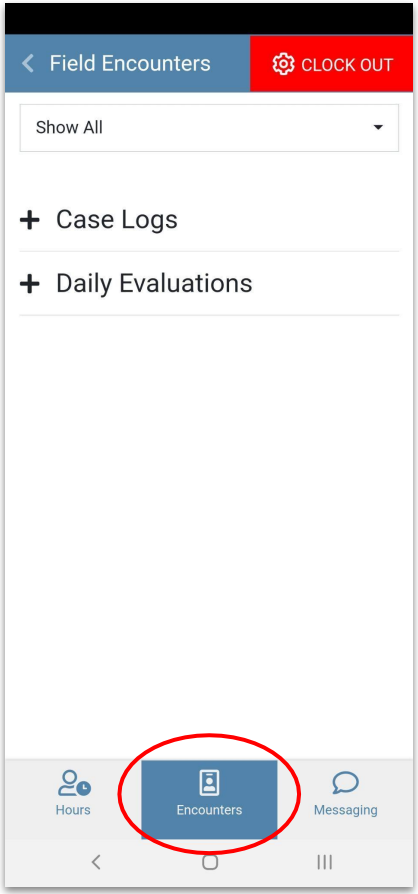
Both iPhone and Android phones will have identical screen content.

CORE ELMS

Submitting Clinical Logs

When logged in, submit your case logs by tapping **Field Encounters** on the bottom menu

Within **Field Encounters,** your two options are **Case Logs** and **Daily Evaluations**



Case Logs are for submitting your daily encounters at your sites. This is where your case log information will be tracked.

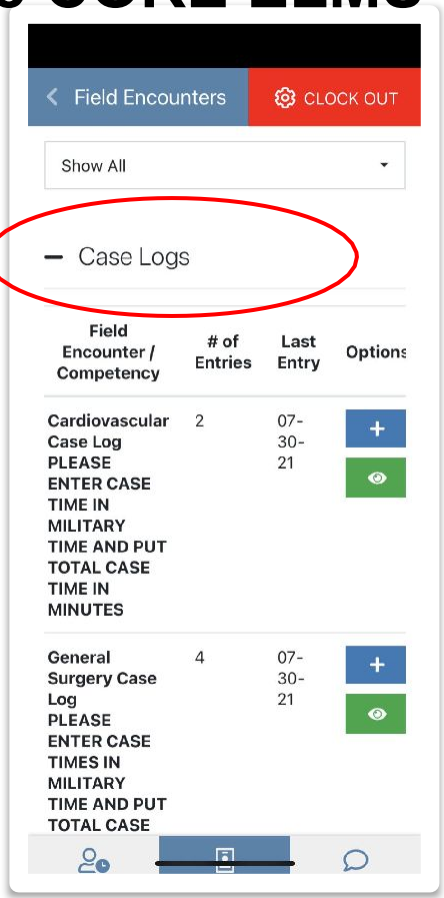
Daily Evaluations will be submitted to your preceptor to provide them with an evaluation to complete of your work.

CORE ELMS

Using the CORE ELMS Mobile App

After selecting **Case Logs**, you'll be required to select from a list of case log categories

Your previous entries are viewable as well



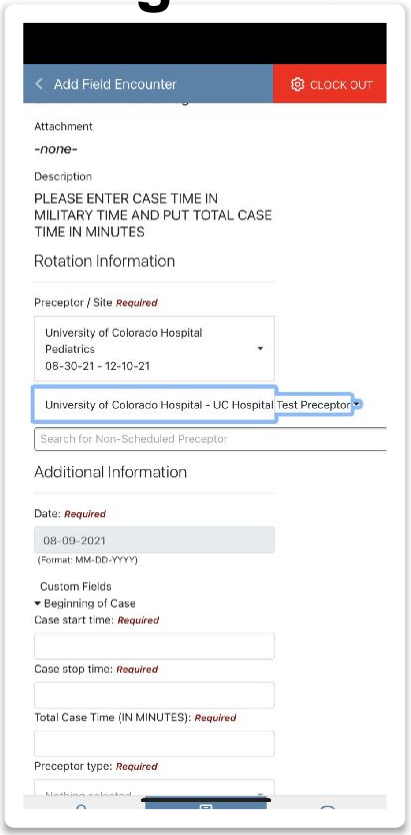
CORE ELMS

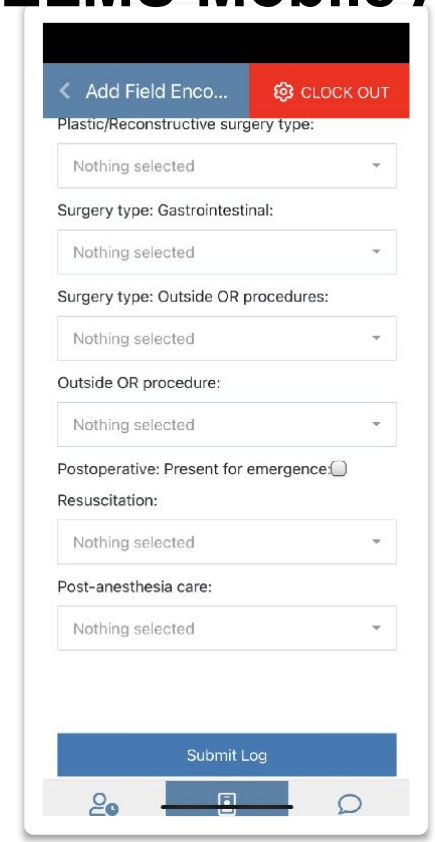
Using the CORE ELMS Mobile App

When completing a **Case Log**, you are required to select the site and the appropriate preceptor

Complete the required additional fields

Tap the **blue *Submit Log*** button



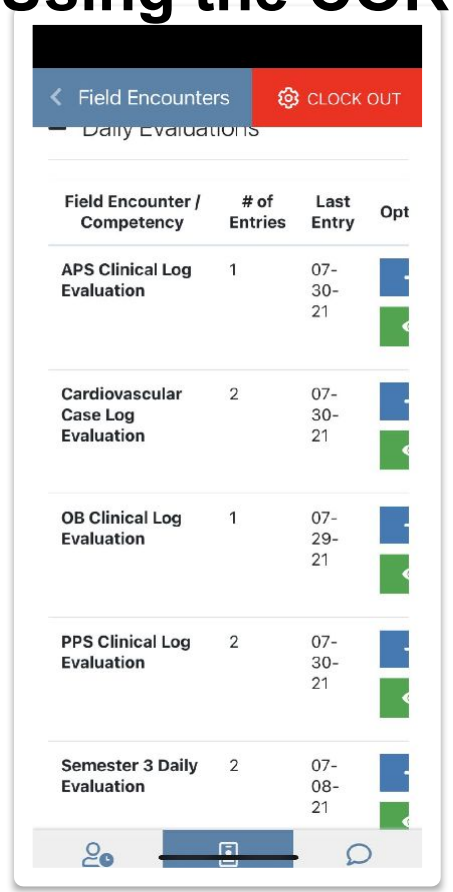


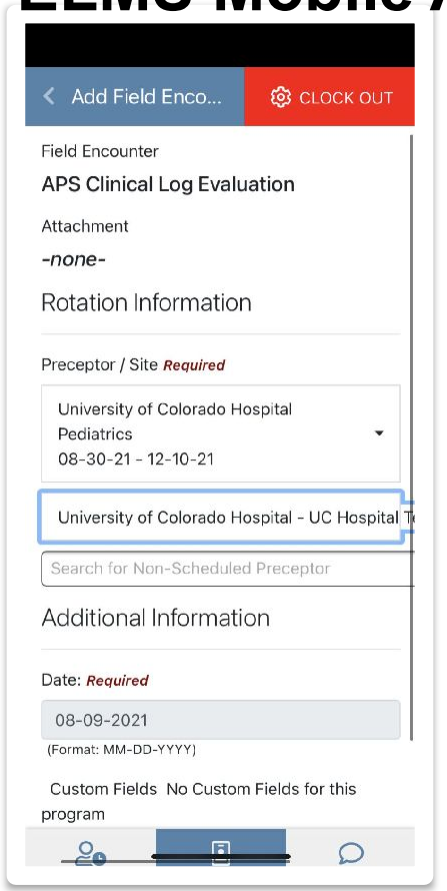
CORE ELMS

Using the CORE ELMS Mobile App

After submitting a **Case Log**, you can also pick the corresponding or appropriate evaluation log

To submit, include the date, and select your site and preceptor.

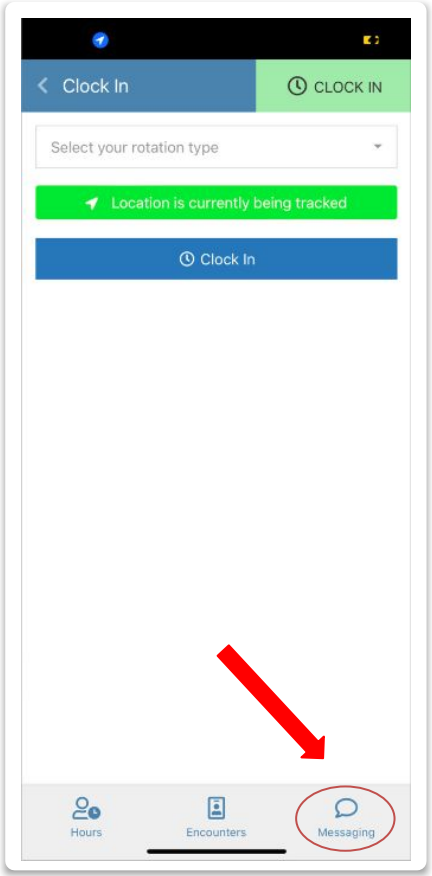




CORE ELMS

Using the CORE ELMS Mobile App

Lastly, you can access the Message Center and view past messages from the mobile app by tapping the ***Messaging*** icon on the bottom menu.



Questions?

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