How to use the Scan In Scan Out Consoles with your QR Code

Start Scan

1. Select Attendance Start



Please perform your Start Scan just prior to commencing your shift.

2. Select
Agency User – this
will activate the
red beam



3. Place your QR Code below the screen, in the red beam



4. Check the screen for the success message



Helpful hints

- 1. Use the QR code from your JoinedUP profile
- 2. Increase the brightness on your Smartphone
- Use a printed copy of QR code if you don't have a Smartphone



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Finish Scan

1. Select Attendance Finish



Please perform your Finish Scan immediately after finishing your shift

2. Select
Agency User – this
will activate the
red beam



3. Place your QR Code below the screen, in the red beam



4. Check the screen for the success message



Helpful hints

- 1. Use the QR code from your JoinedUP profile
- 2. Increase the brightness on your Smartphone
- Use a printed copy of QR code if you don't have a Smartphone



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