

# Up and running in 5 simple steps

Your path to streamlined communication

1

## Define the point(s) of contact

Choose 1-2 people in your service to serve as points of contact for any questions during implementation

2

## Online training and expert review

Identify use cases with our onboarding expert and set up your first pinboards

🕒 ca. 60 minutes

3

## Set up user accounts

Add users and download the app on all your mobile devices

🕒 1 minute per user

4

## Get staff involved

Free online training in small groups to get to get everyone up and running

🕒 30 minutes per group of 30

5

## Get started!

Full roll-out. We will be in touch regularly to check if our support is needed



### Tips for success:

- Keep it short: once started, roll out quickly to use the momentum and have everyone on-board in no time
- Stay on top of things: make sure that everyone feels comfortable and help, if needed
- We are here for you: leverage our team of customer success experts. We know the challenges and can help - contact us at any time