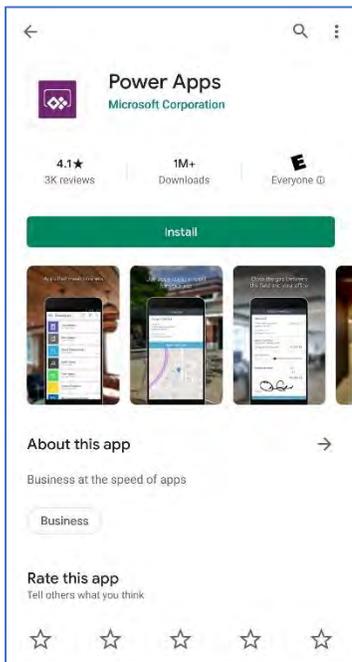


How to Use COVID ClearPass for Campus Access

Step 1:

If you haven't already, download and install the Microsoft "Power Apps" application to your mobile device.

Google Play Store



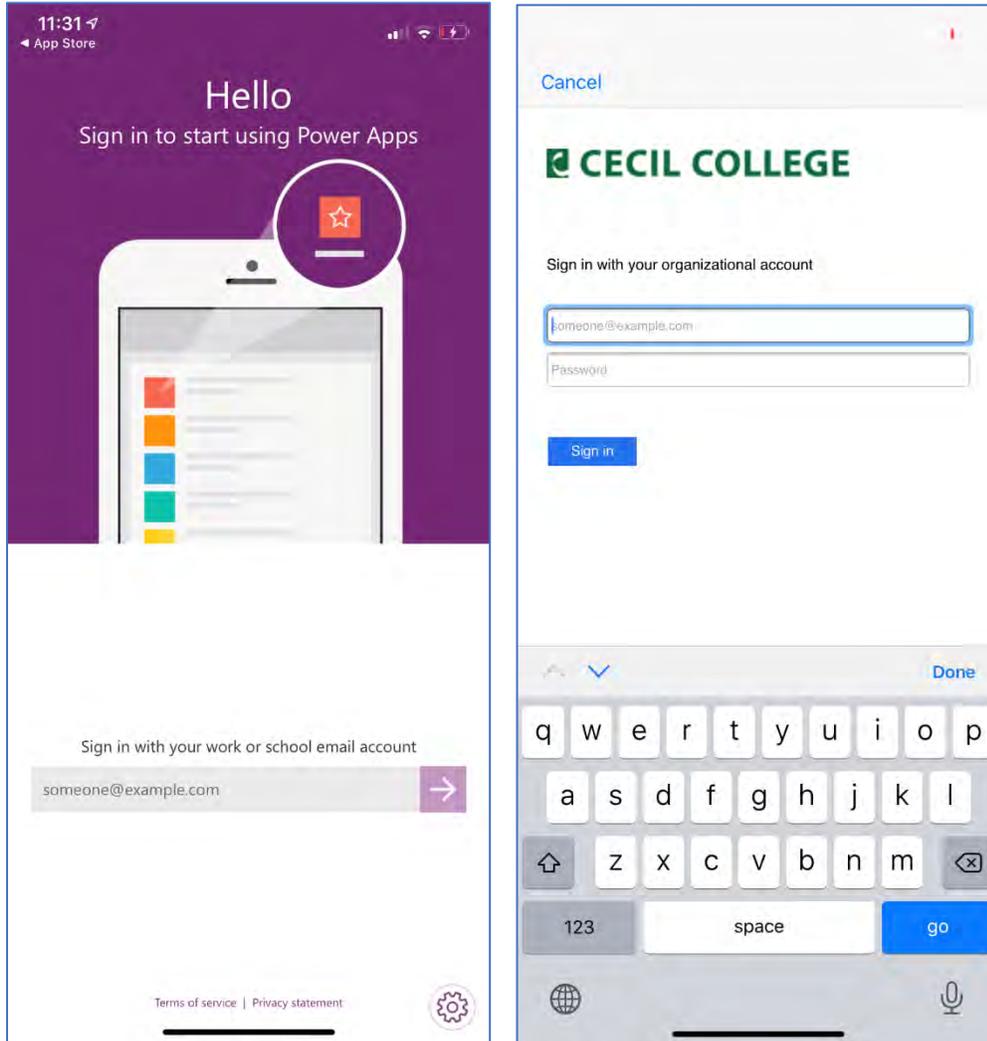
Apple App Store



Cecil College-COVID ClearPass Instructions

Step 2:

Next, open Power Apps and log in using your Cecil College e-mail address and password (the same password that you use to log in to a desktop computer when on campus).



Cecil College-COVID ClearPass Instructions

Step 3:

Finally, choose the “Check In” option, select the campus site that you wish to visit, and fill out the “Self Declaration Form” in order to request access. Access will be determined based on how you answer the questions.

The first screenshot shows the main menu with a gear icon, the text "COVID ClearPass POWERED BY RED L.I.V.E.B.L.", and a paragraph explaining the daily screening questionnaire. Below the text are three red buttons: "Check In", "Show Badge", and "Campus COVID-19 News".

The second screenshot is titled "Check In for a Site Visit". It features a "Site:" dropdown menu with "North East" selected. Below the menu are two boxes: "400 Max Capacity" and "400 Available".

The third screenshot is titled "Self Declaration Form". It includes a "Company Site" dropdown set to "North East", a "Check-in Time" field showing "6/7/2020 14:38", and three asterisked questions with dropdown menus: "Do you have flu-like symptoms...", "* Temperature", and "* Have you been in close contact...". At the bottom are "Cancel" and "Submit" buttons.

Step 4: If you are able to access campus, you will receive a green check that will be time stamped. When you click “done” it will take you back to the main screen. **On the main screen, click show badge. Your check in will appear again and this what you will show Public Safety from your vehicle.**

The first screenshot shows a green checkmark icon, the text "Checked-In", the timestamp "Sunday, June 7, 2020 2:38:39 PM", and a red "Done" button.

The second screenshot is identical to the first but includes the "COVID ClearPass" logo and the introductory text about the daily screening questionnaire. It also features "Check In", "Show Badge", and "Campus COVID-19 News" buttons.

The third screenshot is identical to the first, showing the "Checked-In" confirmation with the timestamp and "Done" button.

****Please note there is an option to check out when you leave campus. If you do not check out, the app will check you out at the end of the day. Please only sign in once**.**