Point-In-Time Count 2025

Counting Us Application – Setup and Navigation

System Requirements (if incompatible, app won't be available to download/install)
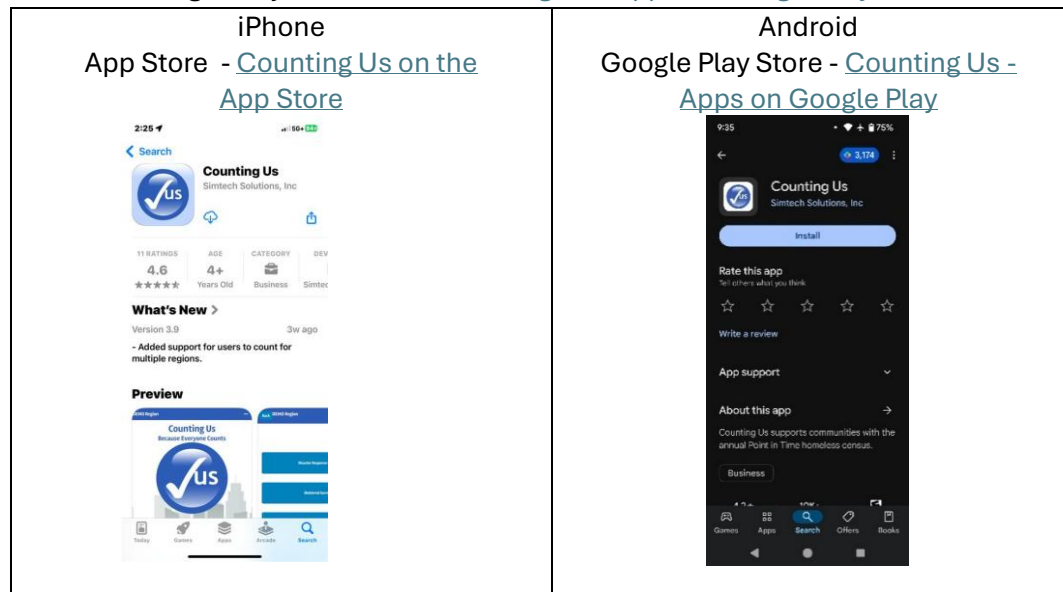
iOS 11 or later

- To find the software version installed on your device, go to Settings > General > About.
- Find your "iOS Version".

Android 7.0 or later

- Open your device's Settings app.
- Tap About phone or About tablet and then Android version.
- Find your "Android version".

Mobile Application Setup

1) Navigate to your iPhone or Android's app store and search for 'Counting Us'. Tap on the application listing for 'Simtech Solutions, Inc.' and install the application. Once installed, tap on 'Open' to open the application.
   a. iPhone – App Store Link - Counting Us on the App Store
   b. Android – Google Play Store Link - Counting Us - Apps on Google Play

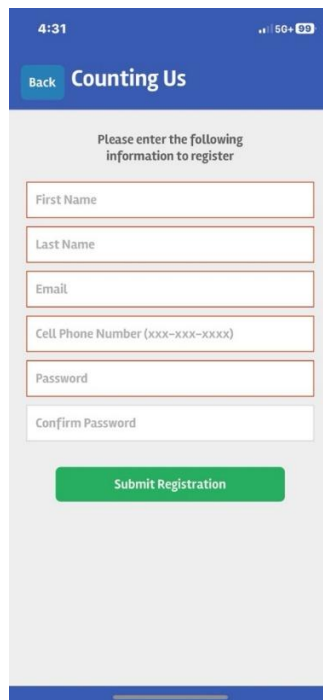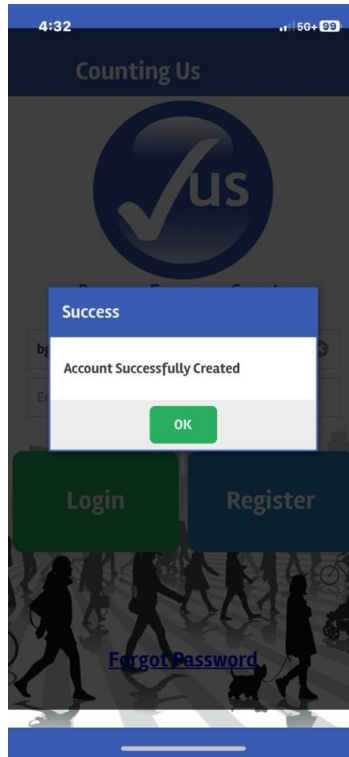| iPhone App Store - Counting Us on the App Store	Android Google Play Store - Counting Us - Apps on Google Play

1) Tap 'Register'.

2a) You'll be prompted to enter:

First Name, Last Name, Cell Phone Number, Password, and Confirm Password

2b) Tap 'Submit Registration'.

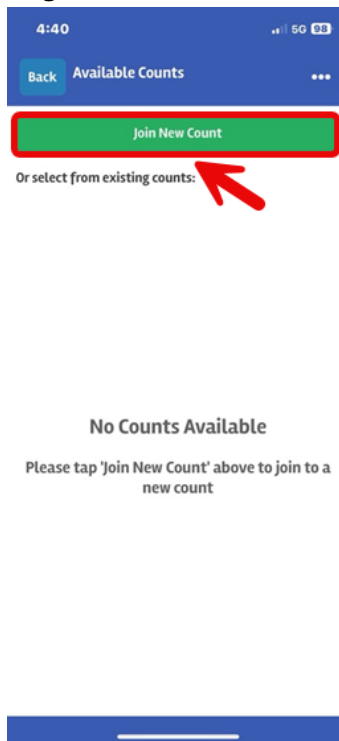2) You'll see a 'Success' prompt indicating that your 'Account Successfully Created'. Tap 'OK'.

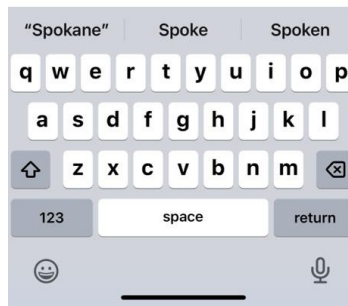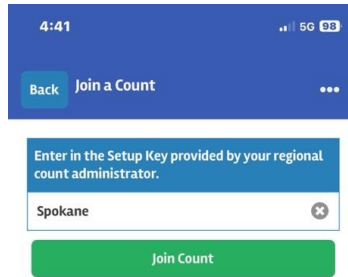3) Back at the login screen, enter your password and tap 'login'.

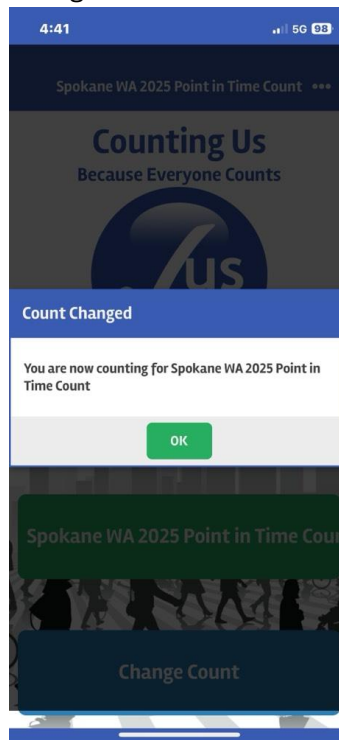4) Tap on the blue 'Choose Count' button at the bottom of the screen.

5) At the top of the screen, tap on the green 'Join New Count' button.

6) You'll be prompted for a setup key. Enter 'spokane' and tap on the green 'Join Count' button.

7) You should see a message saying 'Count Changed', 'You are now countaing for Spokane WA 2025 Point in Time Count'. Tap on the green 'OK' button.
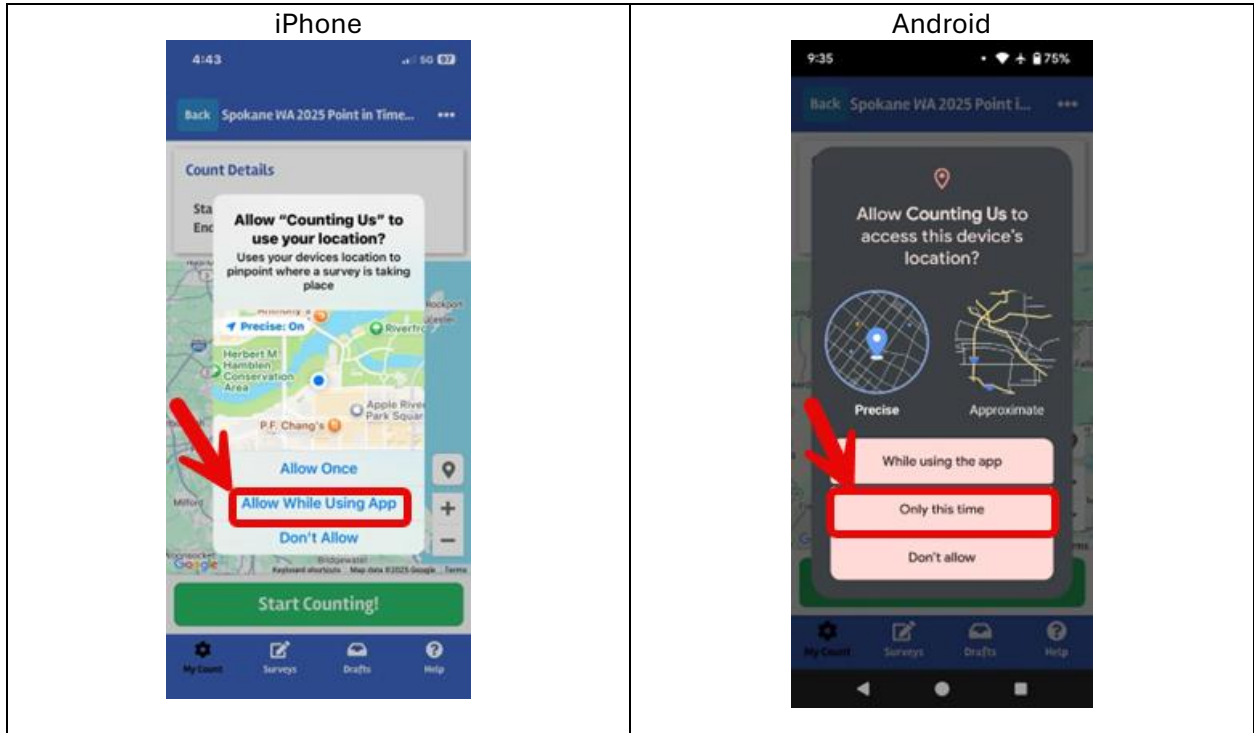
8) Tap on the green 'Spokane WA 2025 Point in Time Count' button.

10) You'll be prompted to 'Allow Counting US to use your location, please select 'Allow While Using App'

Note: This will be important information for us to know the location of where individuals were counted.

iPhone	Android

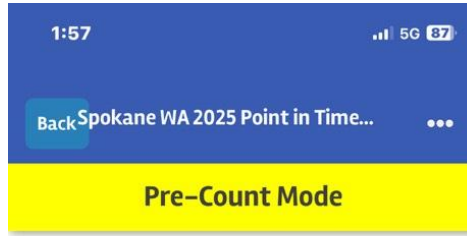## Using the Application – The Day Of the Point-In-Time Count

At the bottom of the application, you'll see the different tabs.

1) The first tab, you'll interact with is the 'My Count' tab.

2) On the day of, you'll tap on the pin to acquire the location of where you are counting - then tap on the green 'Start Counting' button.
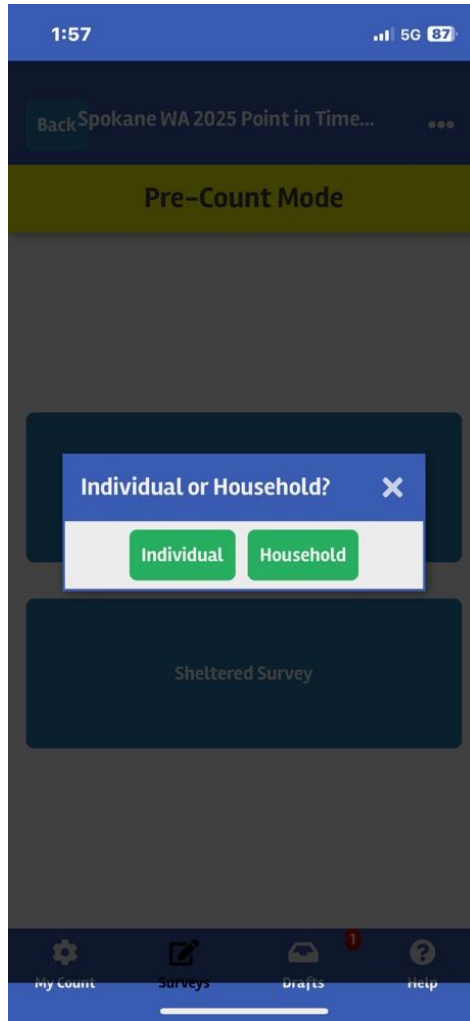
We will then move to the next tab, 'Surveys', this is where you'll spend most of your time.

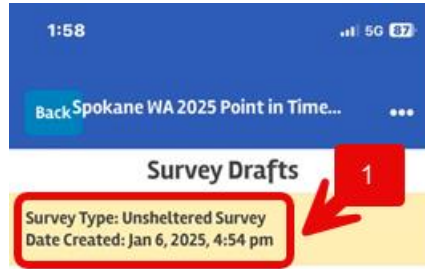1) You'll be prompted to select whether this is an 'Unsheltered' or 'Sheltered' survey.

2) You'll be prompted to select whether you are surveying an 'Individual' or a 'Family'. Based on this response, you'll complete the survey for one or for multiple individuals.
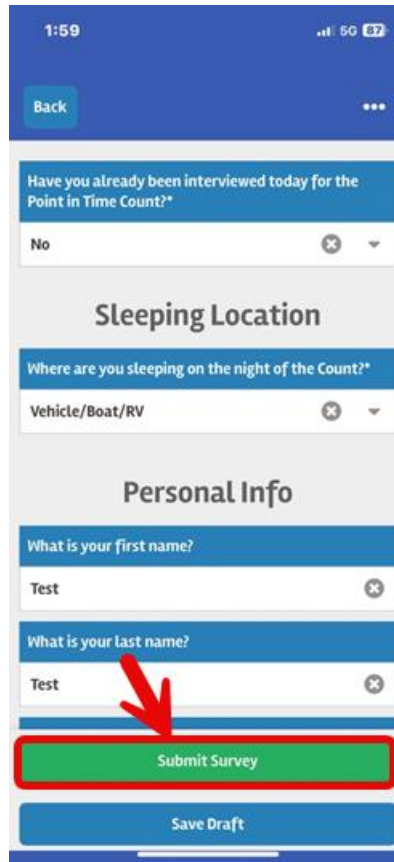
If at any time, you do not have good cell phone service - any survey taken will be saved as a draft.
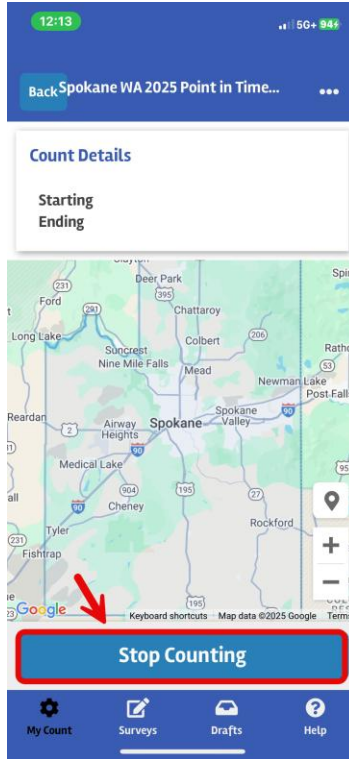
1) In the 'Drafts' tab, you'll find any unsubmitted surveys. There will be a red number on the drafts tab, if you have any drafts to submit. At the end of your Point-In-Time Count shift, we kindly request that you submit any drafts so we can have as many survey responses as possible.

1) To submit a draft, simply tab on each draft and select 'Open'. Then, scroll to the bottom of the survey and tap 'Submit

When you are done with your shift for the Point-in-Time Count for the day, please submit all of your drafts and navigate to the 'My Count' tab and tap on 'Stop Counting'.

Thank you for volunteering and supporting the 2025 Point-in-Time Count!