



COVID-19 Campus Management Platform

User App Tutorial

A Guide to Symptom Reporting, Contact Reporting & Test Results



Your Institution is using CoVerified, a platform built to help colleges and universities get safely back to campus

Downloading the app

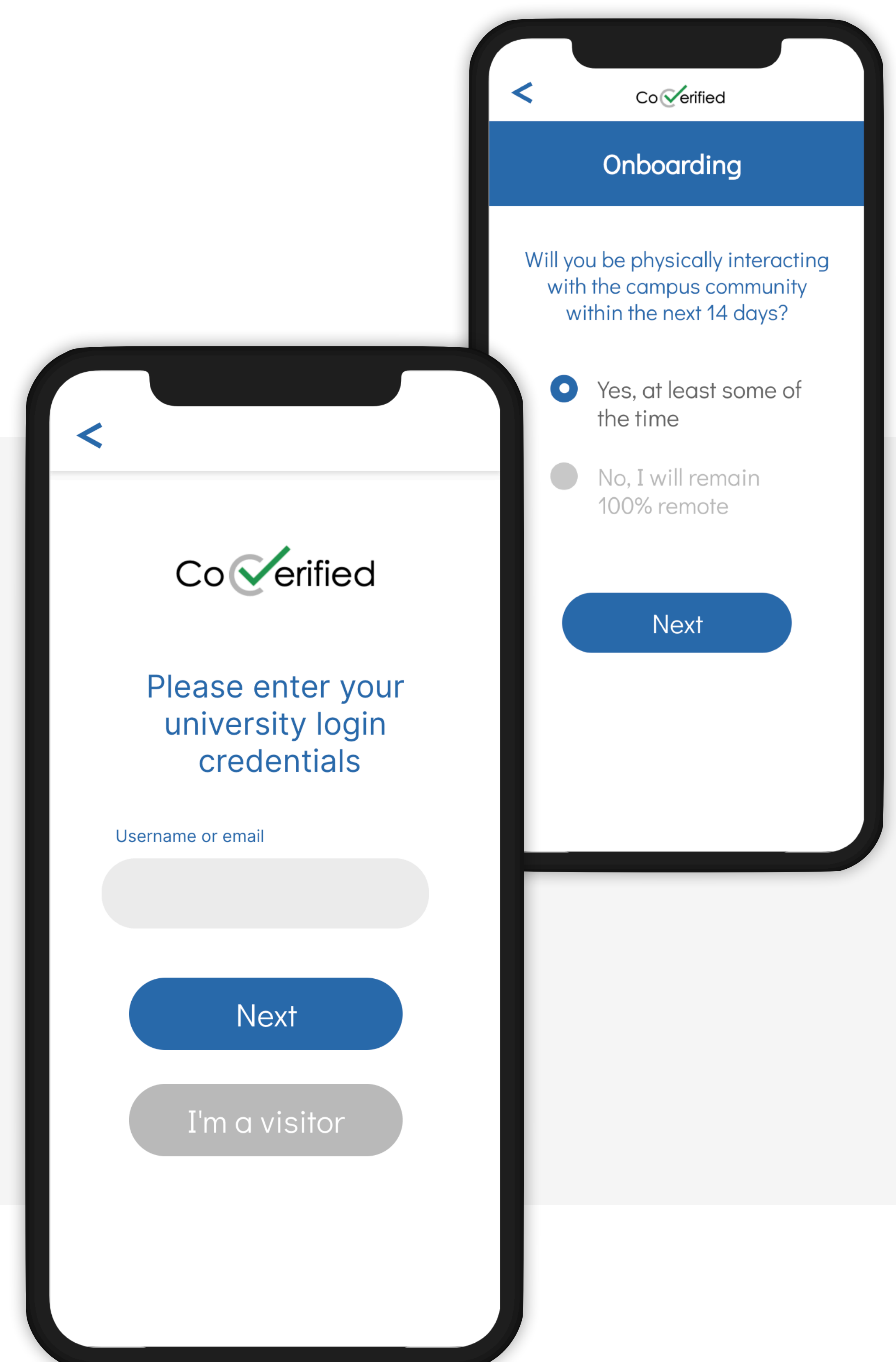
You will receive an email prompting you to download the CoVerified app



Logging into the app

Initial Login

- Log in with SSO credentials or as a visitor with an email address
- Accept the [Terms](#) and [Privacy Policy](#)
- Choose whether or not you'll be on campus soon

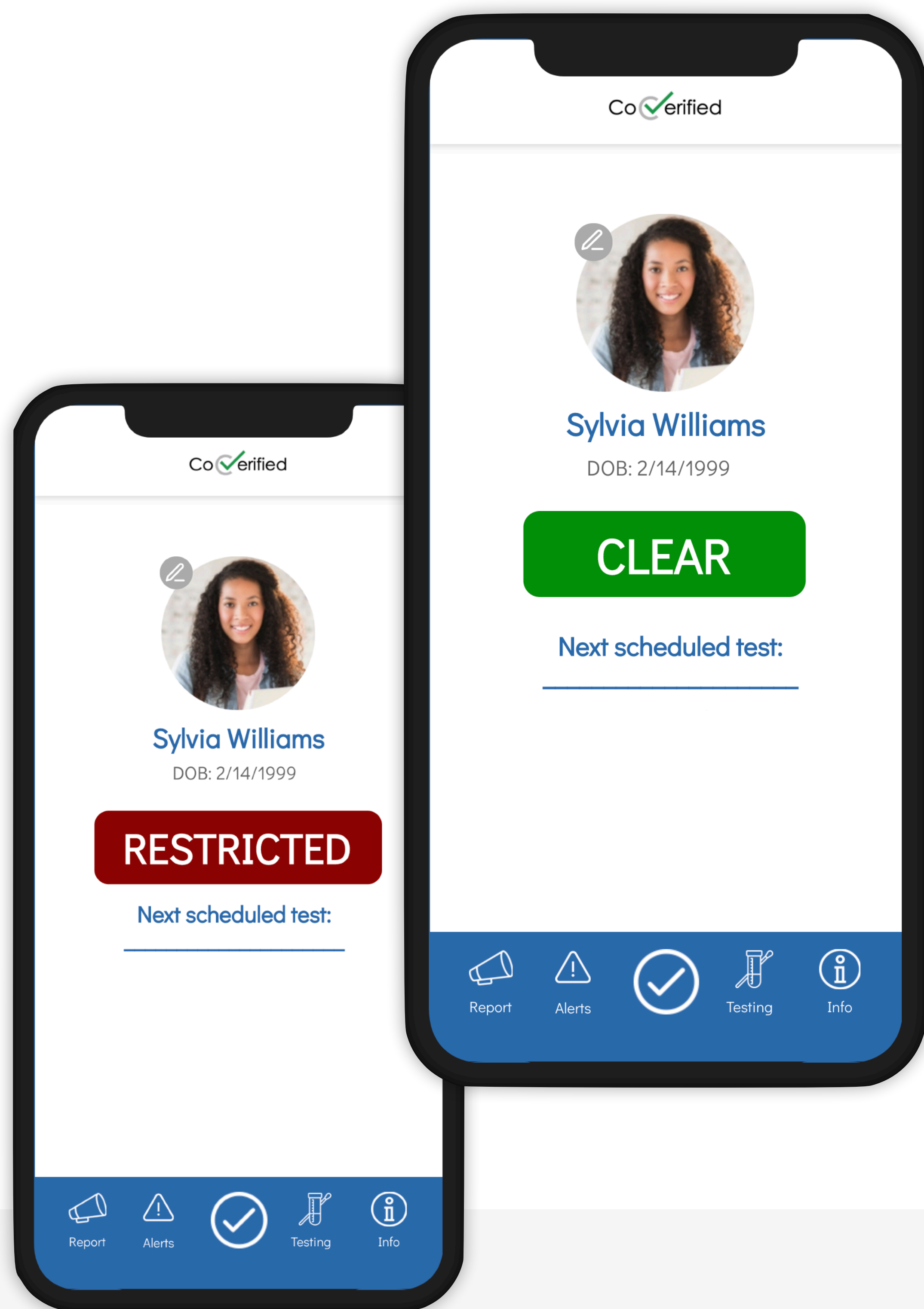


Home Screen

- If at anytime you want to return to the home screen, select the checkmark at the bottom of the app screen

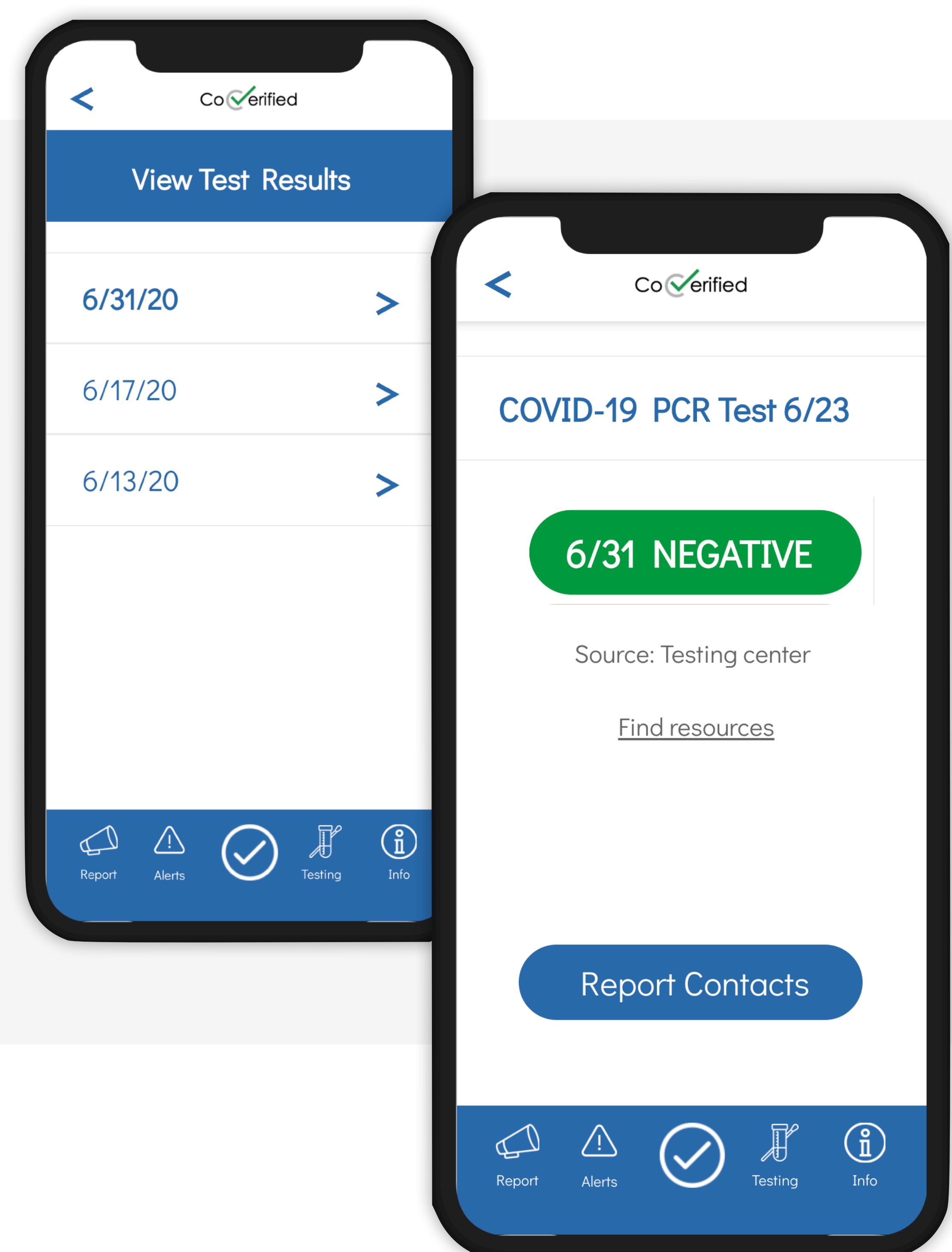
Clearance Gating

- Determine if you are **clear** or **restricted** from campus when logging into the app
- Clearance criteria may include symptom reporting, completing a quarantine or getting tested regularly. Please check with your institution for details



Test Results

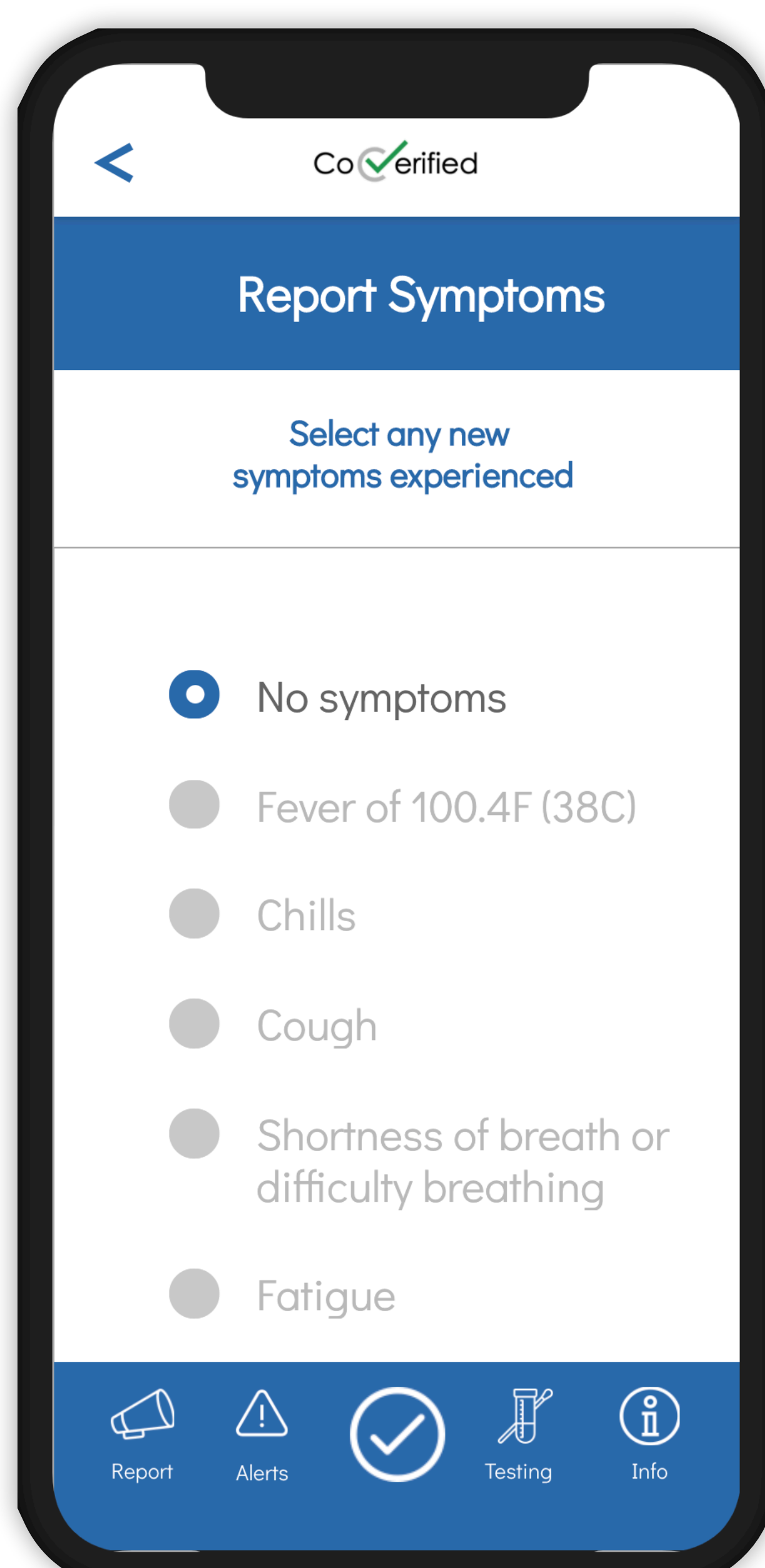
- Access your test results directly from the home page of the CoVerified App
- Selecting “Test History” on the home page allows visualization all COVID-19 test results that are in the CoVerified system



Reports

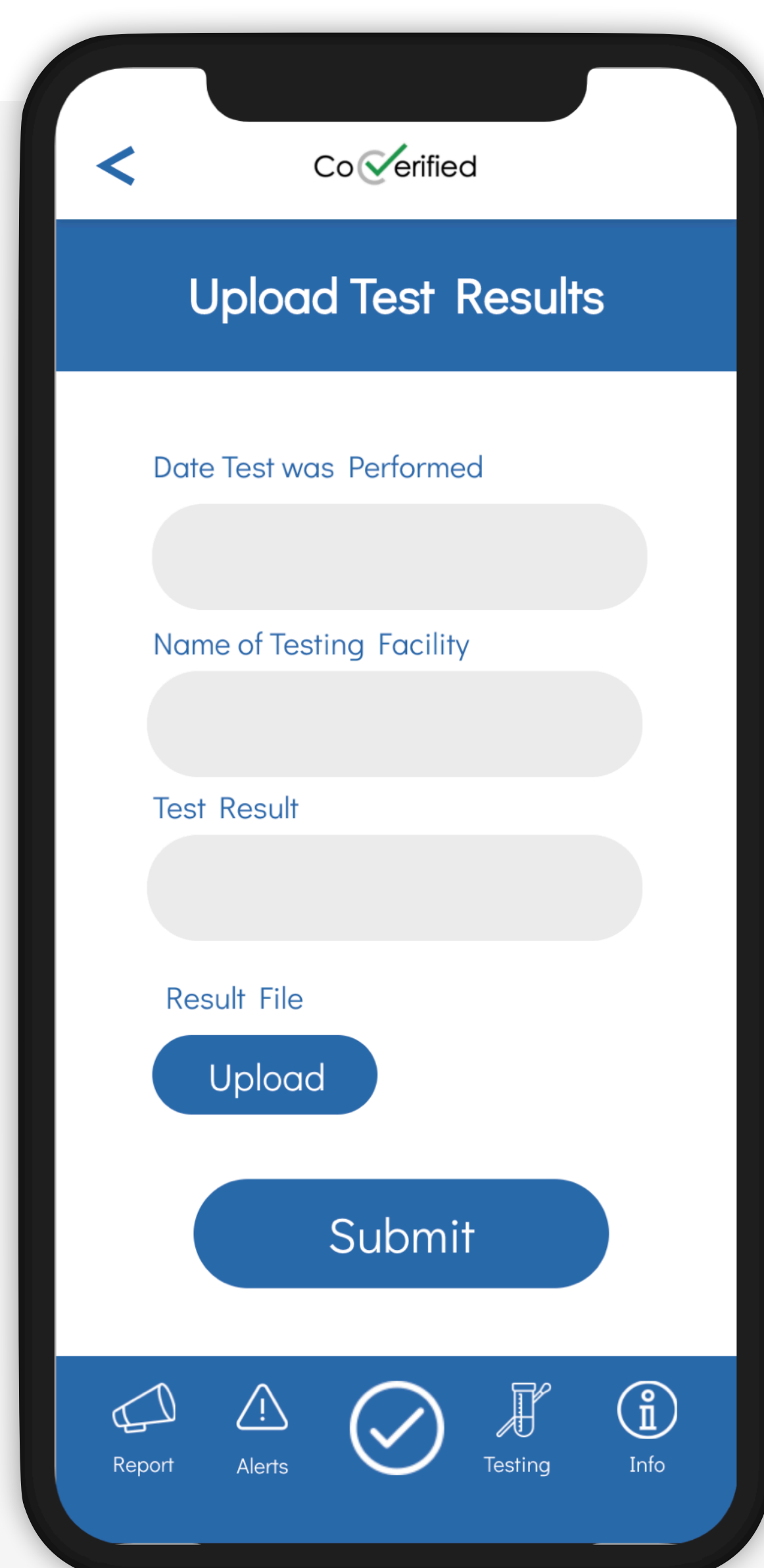
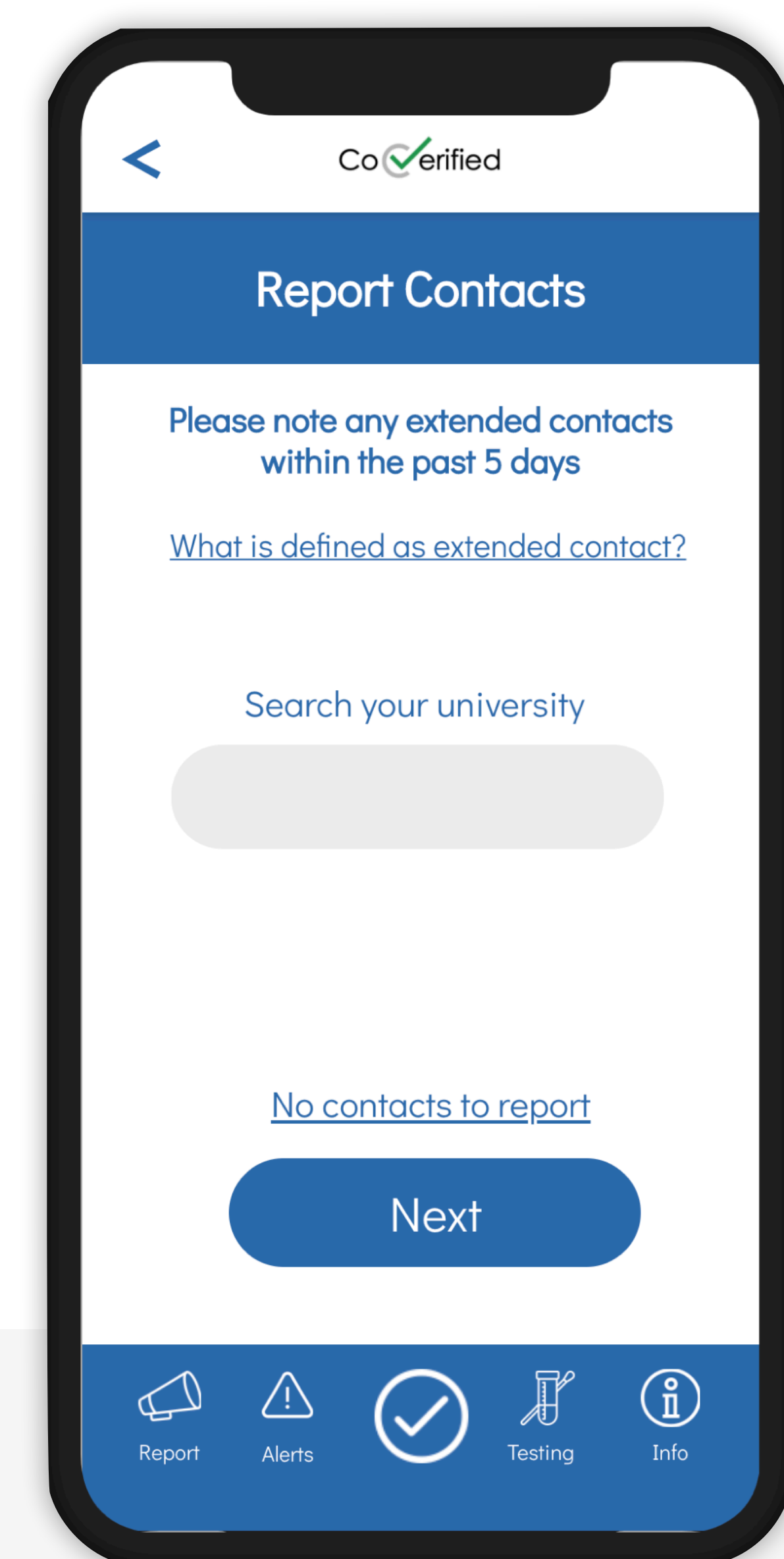
Report Symptoms

- You will be prompted to report symptoms at a frequency defined by your university (typically every 24 hours)
- To report symptoms, select the “Report” icon from the menu bar, then select “Report Symptoms”
- Choose any new symptoms that may apply, or none at all
- If you report any of the symptoms listed, you will be prompted to report contacts



Report Contacts

- You will be automatically prompted to report contacts after receiving a positive COVID-19 test or submitting a positive symptom report
- To report contacts, select the “Report” icon from the bottom of the app screen and then select “Report Contacts”
- To report a contact, simply type the beginning of the contact’s name and select the individual from the list
- If you have not engaged in extended contact with anyone in the past 5 days, select “No contacts to report”



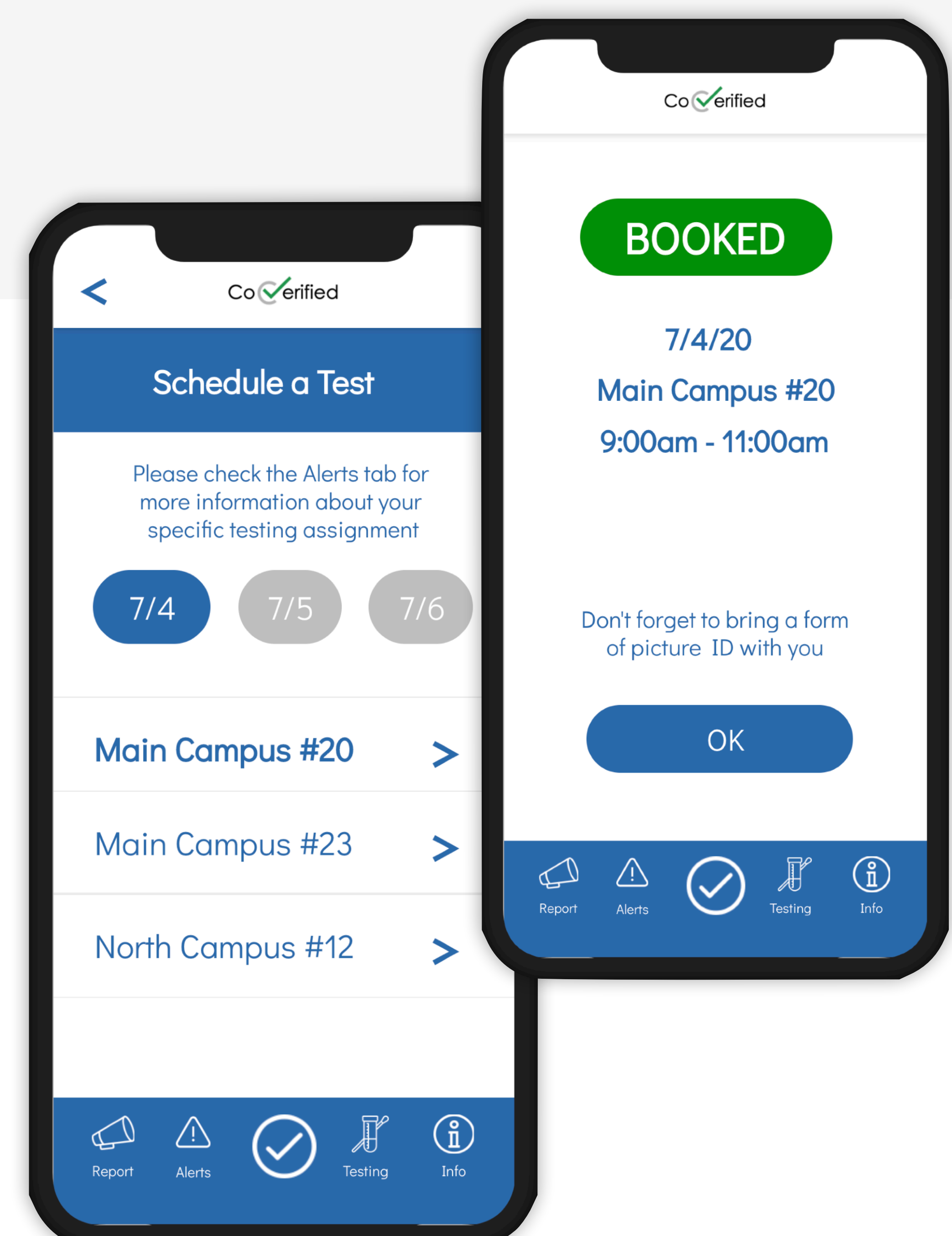
Report Test Results

* Participating Schools Only

- Results from tests completed at your university or college do not need to be reported by users
- If a test was done prior to returning to campus, select the “Report” icon from the menu bar, then select “Upload Test Results”
- Enter the date and result of the test, then upload a file of the test result or take a photo
- Upload PCR tests only (not antigen or serology)

Test Scheduling

- You can schedule COVID-19 PCR tests on campus by selecting the “Testing” icon at the bottom of the app screen
- To schedule a test, select “Schedule a Test”
- After a testing option is chosen, choose “Book” to confirm and schedule the test
- Upcoming tests will show up on the Testing page



Info Menu & Support

- Access customized information directly from your college or university by selecting the “Info” menu icon
- To report a problem, select “App support” and designate whether the problem is related to a technical issue or campus policy