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How do I install the Humanforce mobile app?

Please view the instructions below to install the Humanforce mobile app on your phone.

[Android](#)

[Apple](#)

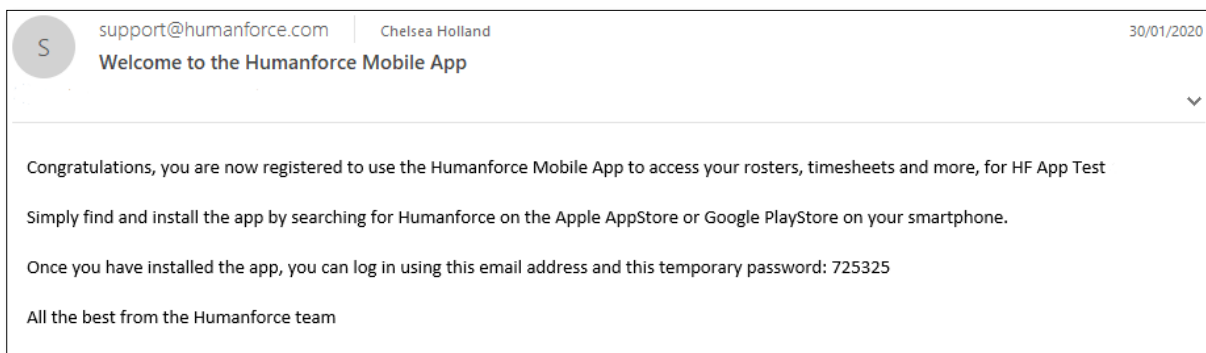You can also scan these below QR Codes to install the Humanforce mobile app.

Apple iOS Users

Android OS Users

How do I log into the mobile app for the first time?

Once you have been added to Humanforce and synced to the mobile app, you will be a welcome email with the initial details to sign in.
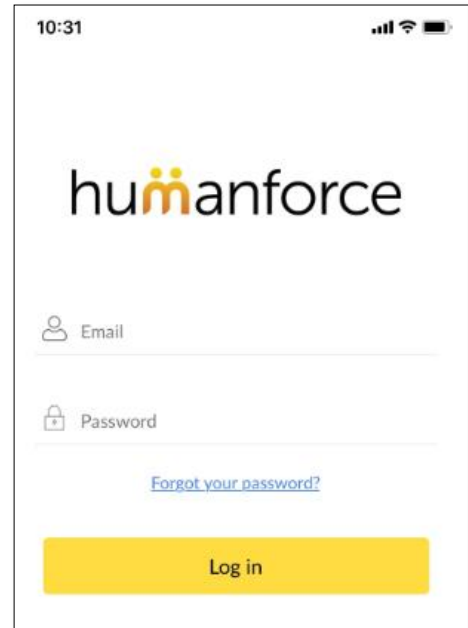
The email will look something like this:

S	support@humanforce.com	Chelsea Holland	30/01/2020
	Welcome to the Humanforce Mobile App		

Congratulations, you are now registered to use the Humanforce Mobile App to access your rosters, timesheets and more, for HF App Test

Simply find and install the app by searching for Humanforce on the Apple AppStore or Google PlayStore on your smartphone.

Once you have installed the app, you can log in using this email address and this temporary password: 725325

All the best from the Humanforce team

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Once installed, you will be able to enter your email address where the welcome email was sent as well as the 6-digit temporary password in the password field.
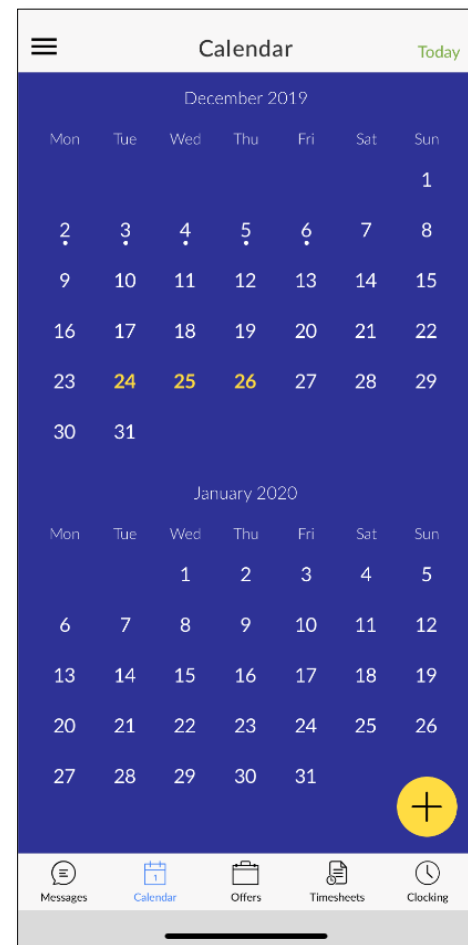
After pressing Log in, the employee will be asked to create their permanent password. If the temporary password has expired, use the instructions to reset your password instead.

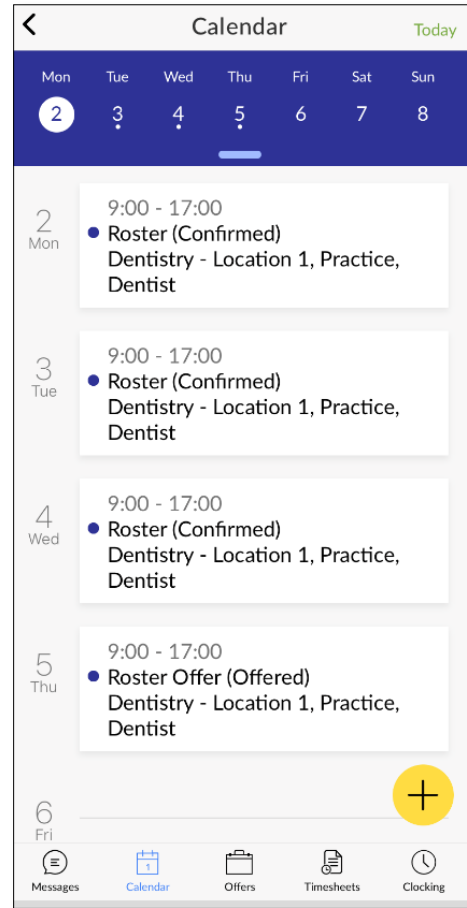## How do I view my roster on the mobile app?

Within the Humanforce App, navigate to the Calendar section.

Different coloured dots underneath the dates indicate roster shifts, availability or leave. Days on which you have rostered shifts that have been published by your manager will be shown with a white dot.

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Select a day on the calendar to enter the week view and see basic details of the shift such as times and your location, department and role. You can select a shift within the week view to see the full detail of the shift such as event, area and any comments left by your manager.

How do I view my Payslips in the mobile app?

Within the Humanforce App, navigate to the top navigation button (three horizontal lines). Select Payslips.