

WELCOME TO THE

RESPIRATOR FIT TESTING PLATFORM

Thank you for choosing us to be your partner! When you first sign on to the Respirator Fit Testing Platform, there will be a few steps you need to take. Once you complete these steps, your account will be ready and you won't have to complete them again.

HERE'S WHAT YOU NEED TO DO:

Step 1:

Select **Forgot Password**, then enter your email, and select **Submit**. You will receive a confirmation that a **password reset** email has been sent.

The image shows three screenshots of the user interface. The first screenshot is the 'Login' page, which includes a 'Local Login' section with fields for 'Username' and 'Password', and toggle switches for 'Remember my login' and 'ShowPassword'. There are three buttons at the bottom: 'Login', 'Cancel', and 'Forgot password'. The 'Forgot password' button is highlighted with a yellow box. The second screenshot is the 'Forgot your password?' page, which asks the user to 'Enter your email' and has a 'Submit' button highlighted with a yellow box. The third screenshot is the 'Forgot password confirmation' page, which displays a green message: 'The password reset will be sent if an associated account can be found.'

Step 2:

Select the **link** in the email you receive from DoNotReply@MobileHealth.net

The image shows a screenshot of an email titled 'Reset Password'. The sender is 'Do Not Reply <DoNotReply@mobileHealth.net>'. The email body contains the text: 'Please reset your password by [clicking here](#).' The link is highlighted with a yellow box.

Step 3:

Enter a new password and select **Reset**. Your password will be reset and you will then select **click here to log in**.

The image shows two side-by-side screenshots. The left screenshot is titled "Reset password" and contains three input fields for "Email", "Password", and "Confirm Password". Below the fields are a yellow "Reset" button and a "ShowPassword" toggle switch. The right screenshot is titled "Reset password confirmation" and displays the message "Your password has been reset. Please click here to log in." with a yellow button pointing to a link.

Step 4:

You will be taken back to the login page. You will now use the section titled **Local Login** and enter your username and new password and select **Login**.

The image shows a "Login" page with two main sections: "Local Login" and "External Login". The "Local Login" section has input fields for "Username" and "Password", a "Remember my login" toggle, and a "ShowPassword" toggle. Below these are "Login", "Cancel", and "Forgot password" buttons. The "External Login" section has a "Mobile Health AD" button.

Step 5:

After arriving at this page, reenter the respirator fit testing portal link (<https://fittest.respiratorfittest.com/>) in your browser and you will be taken to the SSO signin page. Select **Signin With SSO** and you will be automatically signed in.

The image shows two side-by-side screenshots. The left screenshot is the "SSO IdentityServer4" dashboard with various menu items like "My profile", "Two-factor authentication", "Change password", "Personal Grants", "Discovery Document", and "My personal data". The right screenshot is the "Mobile Health" sign-in page with a large yellow "Signin With SSO" button.

Step 6:

Upon your initial signin, you will be asked to grant permissions for your account. Ensure all permissions are granted and select **Remember my Decision** and **Yes, Allow**.

The image shows a permission request screen titled "Respirator Fit Testing is requesting your permission". It lists several permissions with toggle switches: "Your user identifier (required)", "Security Scope", "Security User API", and "Remember My Decision". At the bottom, there are two buttons: "Yes, Allow" (highlighted in yellow) and "No, Do Not Allow".

Step 7:

The process is complete! And you will not have to complete this process again. In this next step, we want to show those users with multiple organizations and roles how to move within different accounts.

The image shows the "Mobile Health" dashboard. It features a sidebar with navigation options like "Dashboard", "Evaluations", "Respirator Fit Test", and "Pending Candidates". The main content area shows "Evaluations" with a "Pass Fail Rate" of 0%. There are filters for "Select Exam", "By Mask Type", and "All Masks".

Your new homepage will show a list of organizations you are connected to. Once you select an organization, you will select which role you want to access. Then, your respirator fit testing portal will load as normal.

To then switch to another organization or role, select your username by the person icon in the top right corner. Then, from the drop-down menu, hover over **Organization** and select the organization you want to switch to or switch roles for. You will then be prompted to select your role and you will enter right back into your respirator fit testing portal without logging out and reentering a login.

