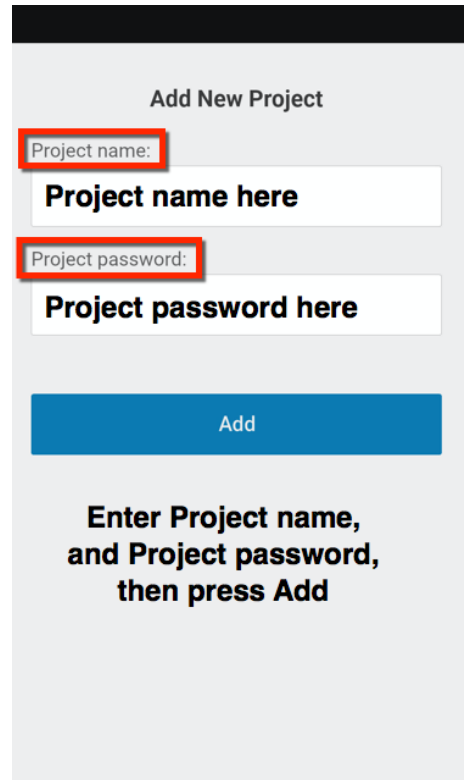
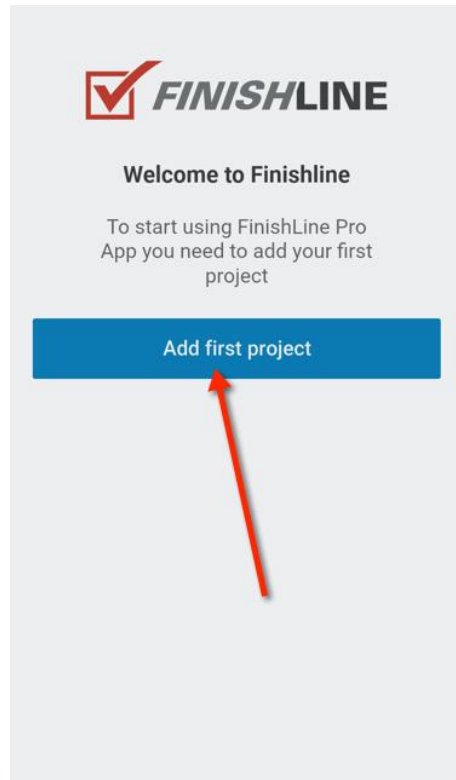


The smartphone version is the full featured **FinishLine Pro App**, in a smaller package.

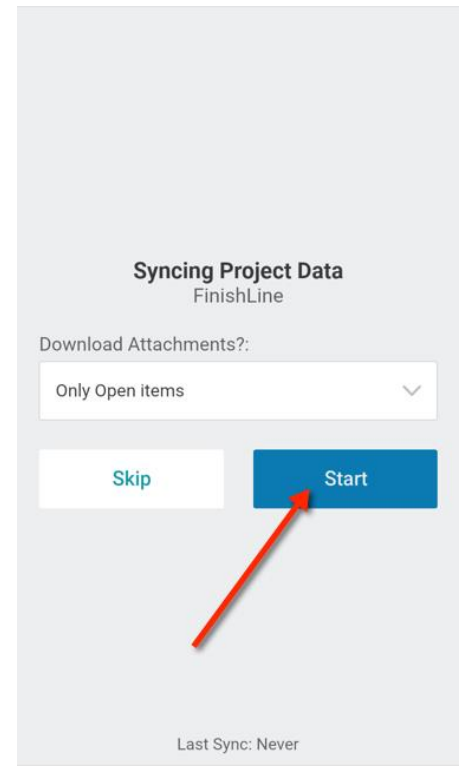
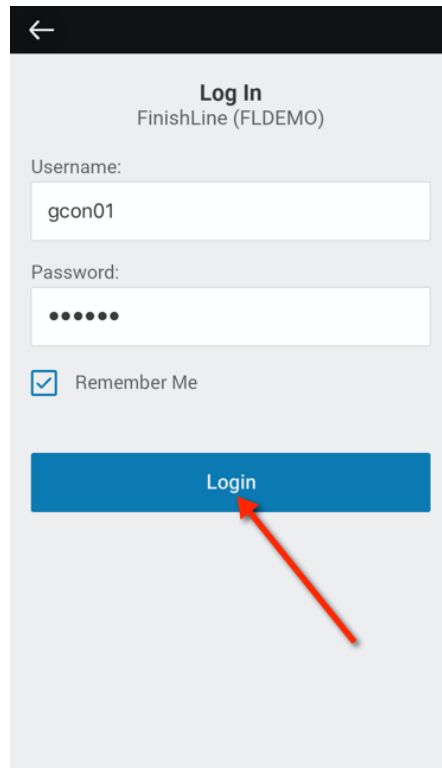
You can load **multiple projects** and carry them with you wherever you go. When opening the app for the first time, you'll need to add your project information and login credentials.

Like the tablet version, all the Plan views, Items collected, configuration, photos and attachments, are synchronized between your smartphone and the FinishLine servers.



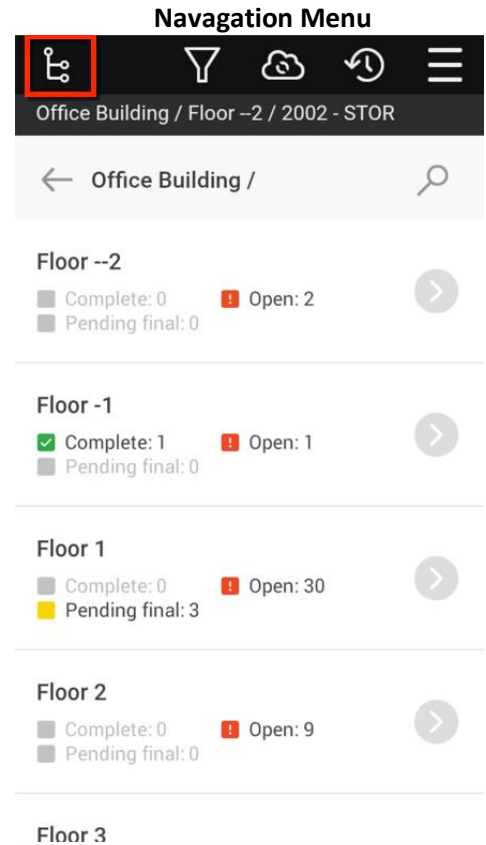
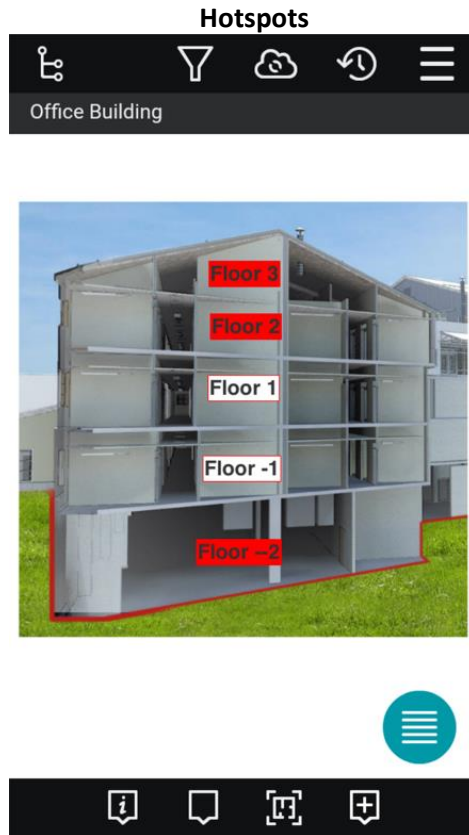
The FinishLine Pro App for Smartphones uses a **unified security model** where your permissions follow you from the browser version, to the tablet version and to the smartphone version.

As you load the app, FinishLine prompts you to **Sync**, press the **Start** button to Sync.



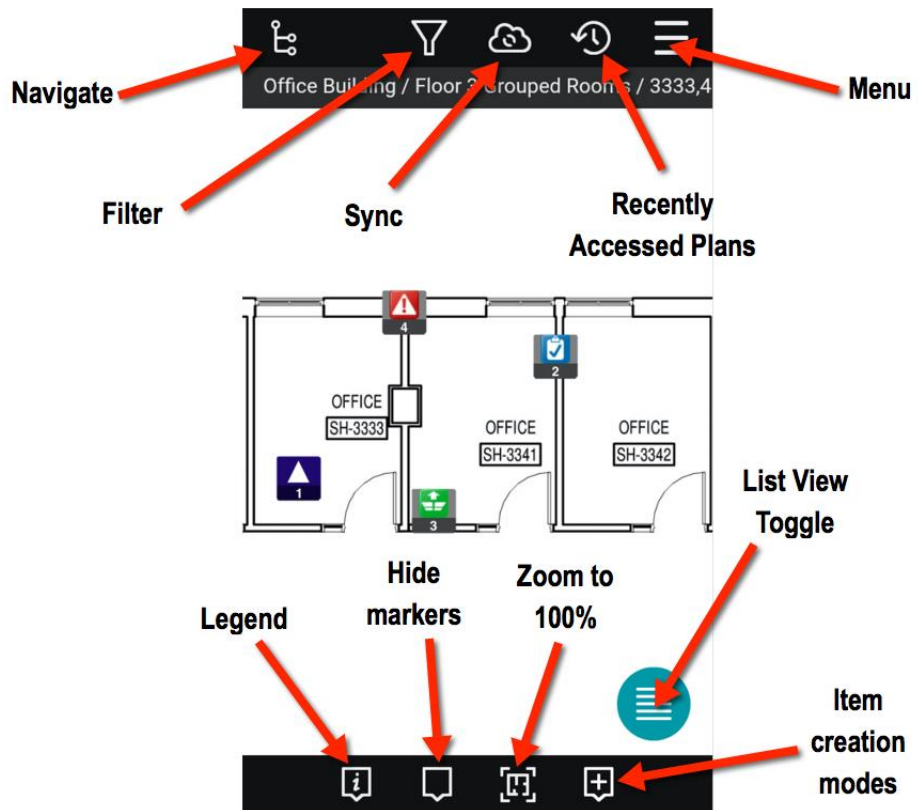
**Hotspots** are used to quickly Navigate between project areas. (**NOTE:** Depending on how your project is setup, you may or may not see Hotspots.)

Access the **Navigation Menu** from the button in the upper left to scroll through and drill down to the desired Plan view.



Due to the smaller footprint of a typical smartphone screen, some functions, previously on one screen or view on the tablet version, are now separated.

An example is the **Plan View** and the **List View** are now two screens. You have the same ability, by gestures, to zoom in and zoom out of this Plan View. Toggle to the List View using the **List View Toggle** button in the lower right.



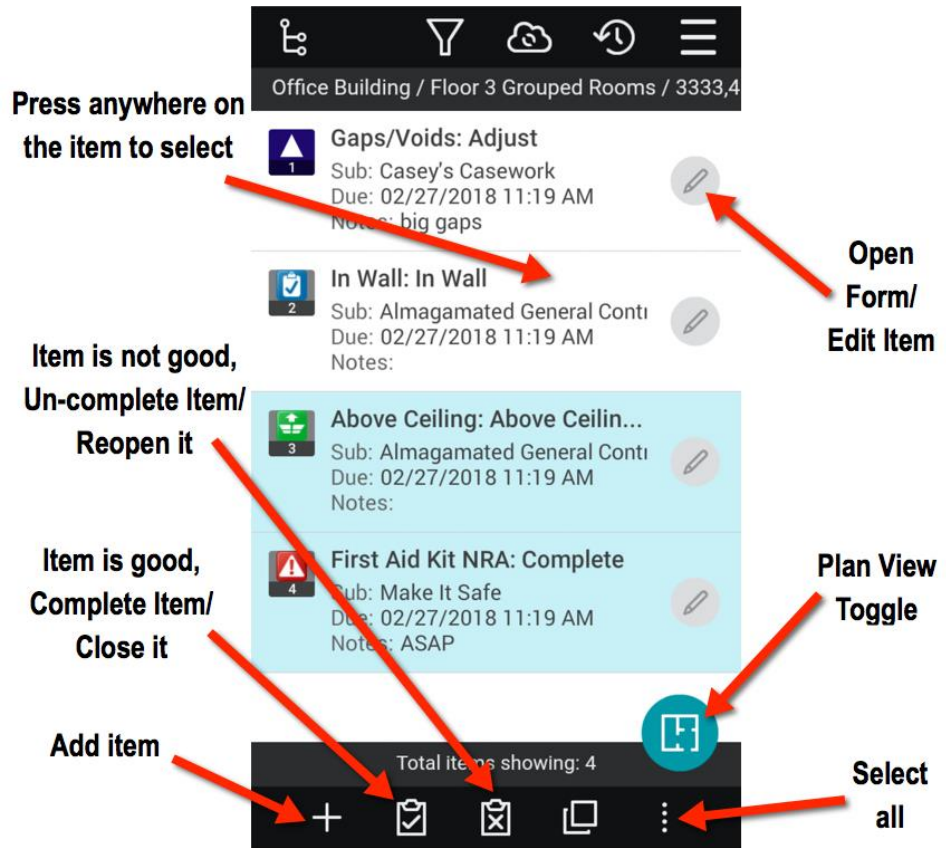
Open and edit an Item in one of two ways:

1) Use the **Open Form/Edit Item** button which looks like a small pencil. Then complete from within the item using the **Completion** button.

OR

2) From the List view you can Select an item by touching it. It will turn blue when selected. Touch the **Checkmark/Completion** button to complete it.

**Select all** items by touching the 4 dots and press Select all.



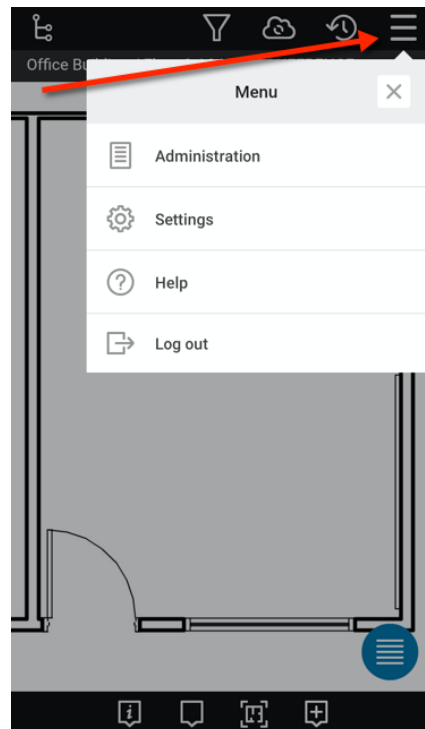
The **Menu** provides access to:

**Administration** which opens an internet browser to access the browser version of FinishLine. *(An internet connection is required.)*

Access various options by selecting **Settings**.

**Help** will open an internet browser to access the [User Resources Index](#). *(An internet connection is required.)*

**Log out** from the program.

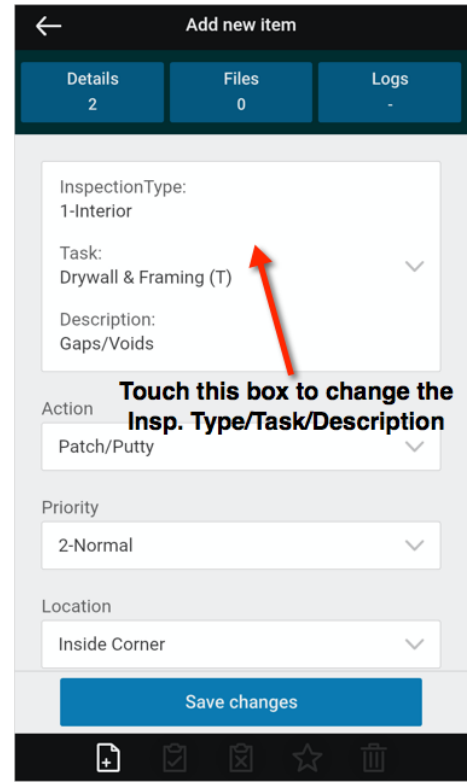
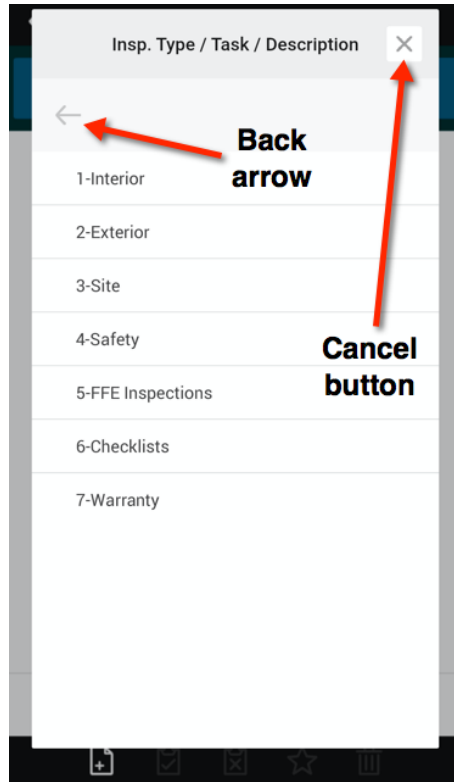


To create an item, choose which **Inspection Type/Task/Description** describes the item.

When you choose the Description, you will be taken to the **Add new item** form.

The **Back arrow** in the upper left returns you to the previous screen without saving. The X in the upper right is the **Cancel button**.

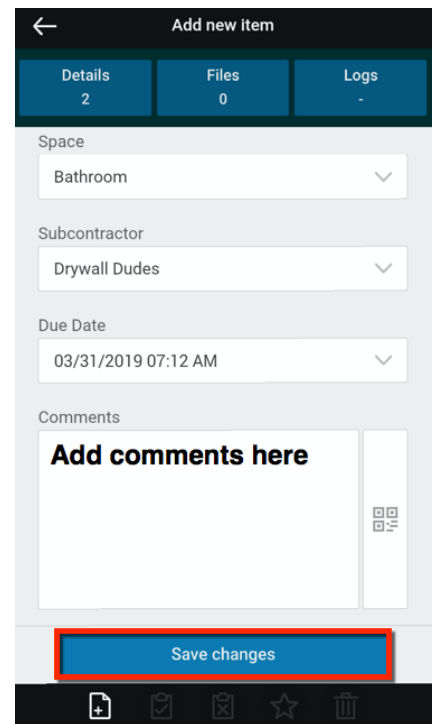
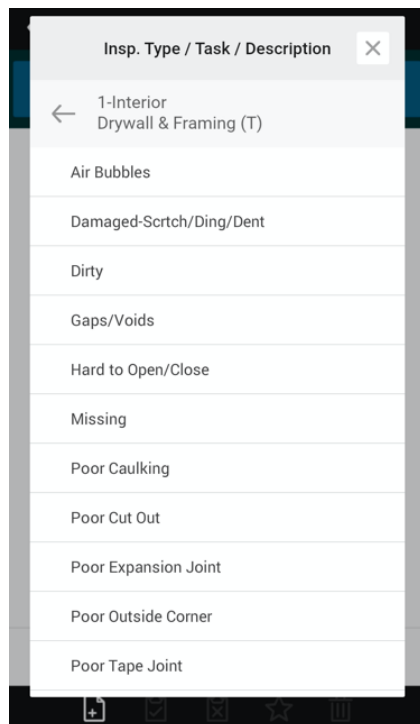
If you need to make a change to the **Inspection Type/Task/Description** choices, just touch the box that these are displaying in.



The options you select in the Insp. Type and Task will change the options in each subsequent column.

You can add comments by touching inside the **Comments box**. Release the keyboard by touching outside the Comments box.

When you have all the information you need touch the **Save changes** button at the bottom of the screen.

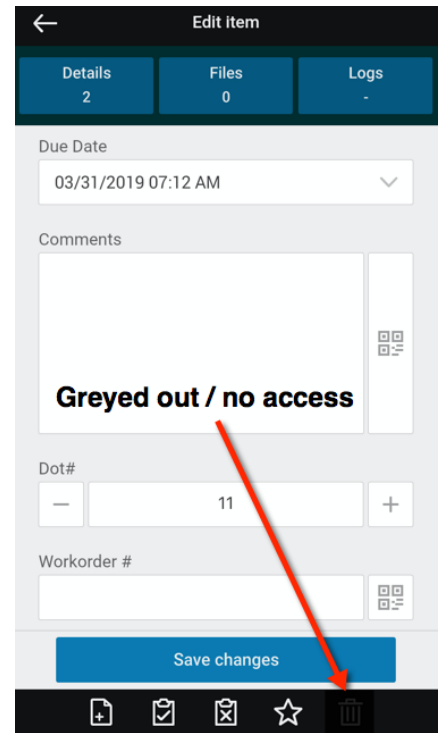


To enter more information about the Item you can scroll down in the item form by dragging in the spaces between the fields.

Be sure to press the **Save changes** button.

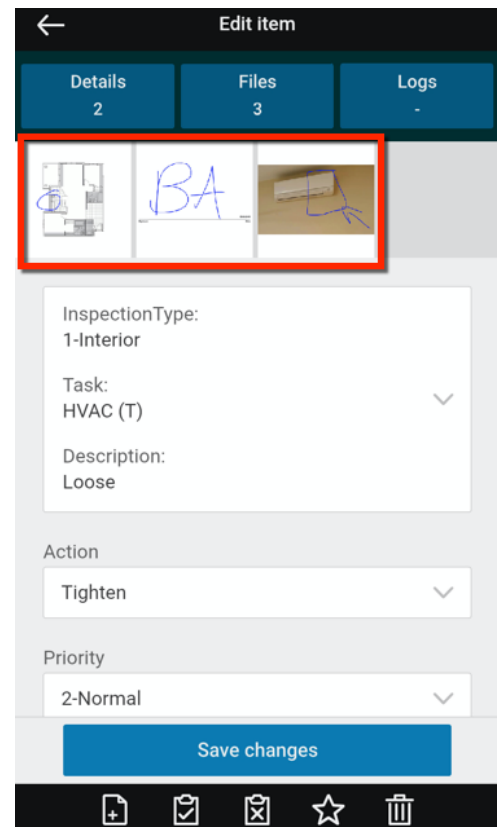
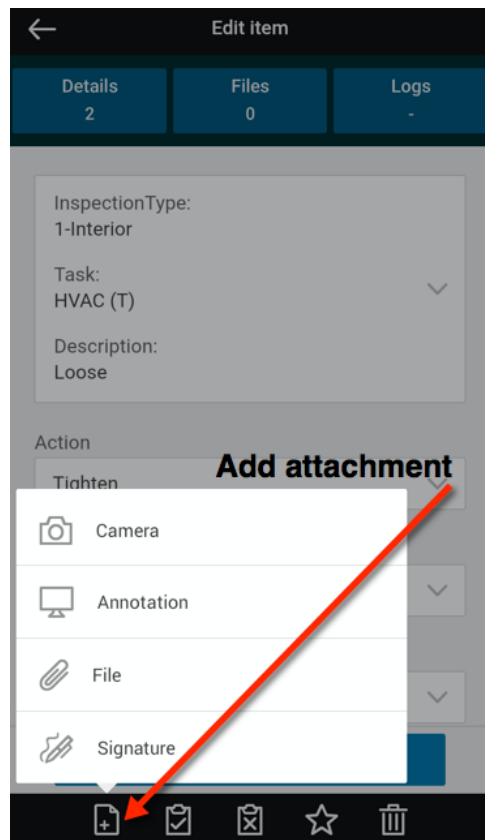
**NOTE:** Depending on your permissions, some icons may be greyed out and you won't have access to that option.

For example, if you don't have permission to delete items, the **Delete** button will be greyed out and will not function for you.



Use the **Add Attachment** button to access the **Camera**, **Annotation**, **File**, or **Signature** options.

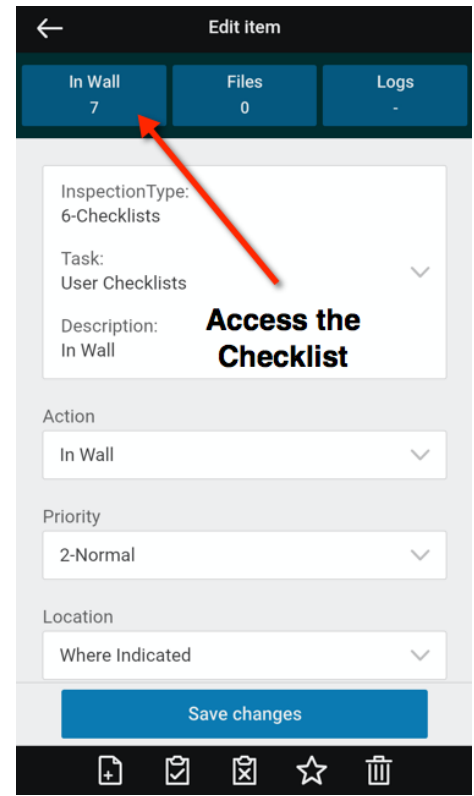
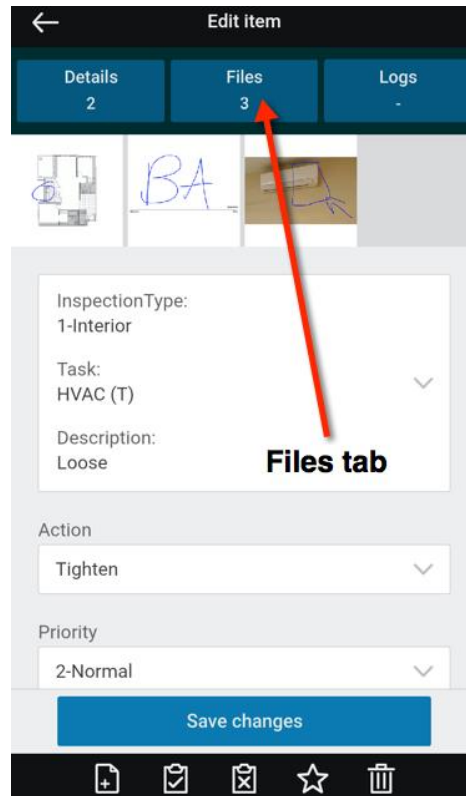
Once you've added attachments to an Item, or when an existing item has attachments, you'll see a thumbnail preview across the top of the Item form.



You may access Attachments by touching on the thumbnail preview, or by selecting the **Files** tab.

You can process checklists in the same manner as on tablet version. **Checklists** are accessed from the tab in the upper left of the Item Form.

This takes you into the checklist.



Items can be “checked” off in the same way, completing them, by touching the **checkmark/Completion button** to complete or close an Item, or the **X/Uncomplete button** to uncomplete or reopen an Item in the checklist.

To edit a checklist, **press the small pencil button** on each item.

Each checklist item is updated when you move to another item. The arrow returns you to the checklist or to the Item.

