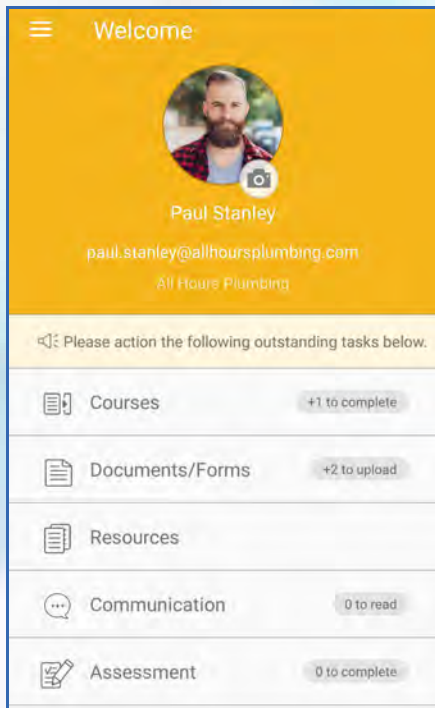



How to make the most of your

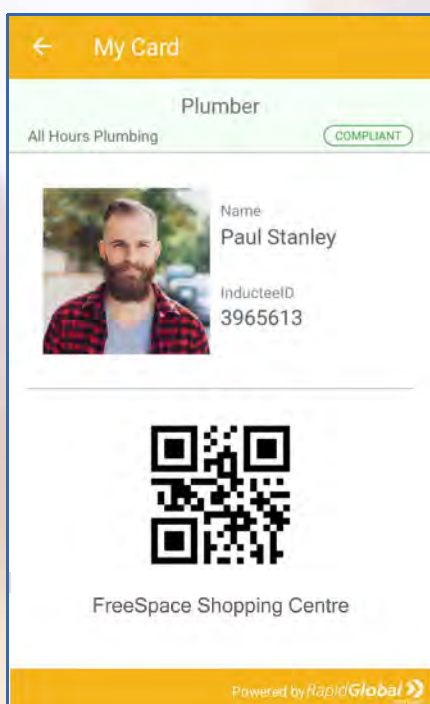
Rapid Induct Premium App




1

Open the App and log in. Click 'Enter' into the MyRapid package required, or click 'Add PE Password' to add another package. Save your details by clicking the  icon in the top right-hand corner or edit as necessary. Your dashboard will be displayed with a notification next to every task indicating what you need to complete.

Need to change your profile picture? Easy - simply click the camera icon to take a photo or choose one from your device.

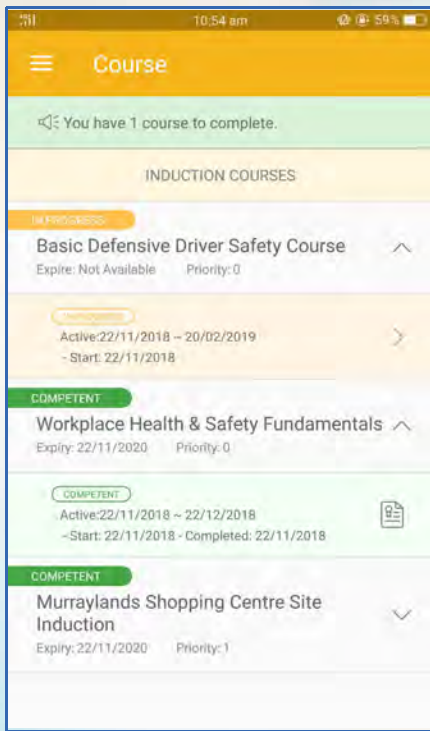


2

To return to the menu page at any time, select the  icon in the top left-hand corner.


Select 'My Card' from the menu to **see your ID card** which can be presented when you arrive on site.

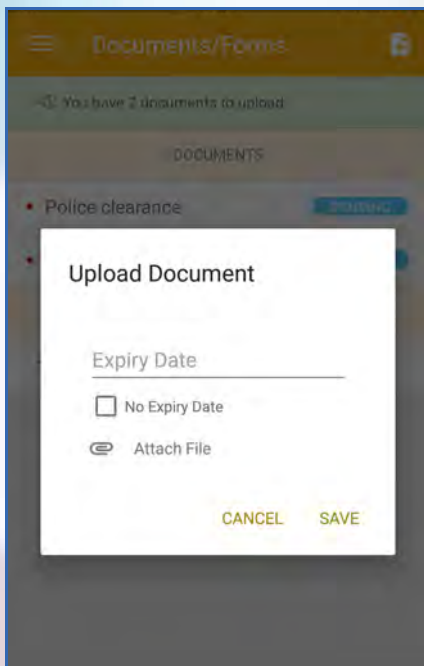
You can also **view resources** that your client has uploaded, or **view communications** they've sent. You can acknowledge these with the click of a button.




If you have any outstanding courses, click the 'Courses' option to view them.

Clicking on a course will prompt you to confirm your details before completing it. You may be shown a video and/or be asked to complete assessment questions throughout the course.

To view your course certificate, click on the course name and then the  icon at any time.



To upload a document or form, click 'Documents/Forms'. Select the document you need to upload. Follow the prompts to enter the expiry date and attach the file. **You can view or remove the document** later prior to verification by clicking the 'Delivered' or 'Expired' option.

Need to upload a document type not listed? Click on the  icon in the top right-hand corner to choose the document type and upload.



For technical support or questions related to Rapid Global, please contact:



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