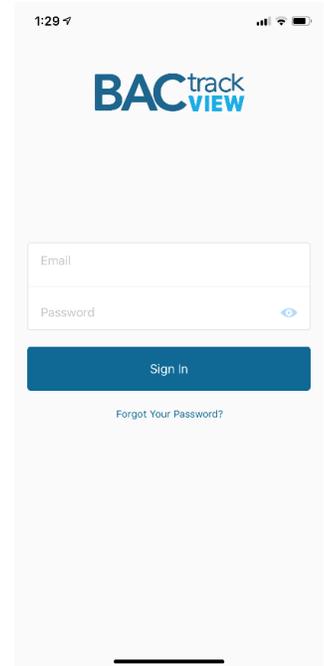# BACtrack View Quick Start Guide | Monitor

1. **LOGIN** - After [downloading the BACtrack View 2 App](#) from the Apple iTunes App store, open the App and login, using the same email address and password you created when signing up for the service.

   The first time you open the App, you will be prompted to give access to your Camera and Location. <u>This is required to use the App.</u>

   If you've forgotten your password, click the "Forgot Your Password?" link, and a password reset email will be sent to you.

2. **(OPTIONAL) ADD A TESTER** – If you did not invite a Tester to your account during sign up, you can do so by tapping the "Contacts" icon in the bottom left corner of the App. Enter their email address and an invitation to join your account will be sent, along with instructions for them to setup their account. You will receive an email once your invitation has been accepted.

3. **SET TESTING SCHEDULE** - To setup a new testing schedule, tap the "+" icon on the right side of the screen. From here, you will be able to select the Tester and then:

- Set schedule start day & time frame
- Set if and how often the schedule should repeat
- Set if test times should be randomized or not
- Set how many random tests should be scheduled during the testing time frame
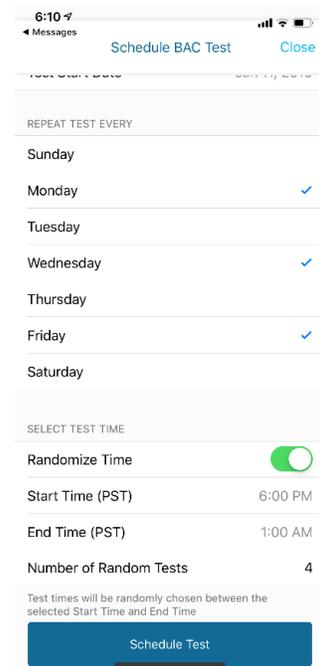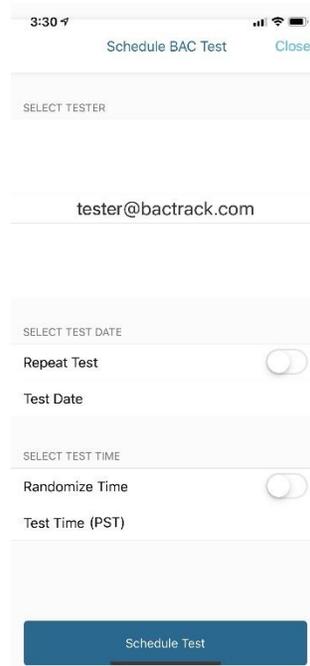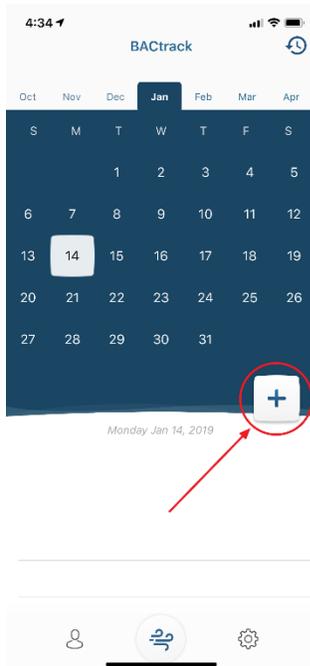
Once you've selected your testing schedule, tap the "Schedule Test" button to return to the home screen. From here, you can see all future test days, indicated by a gray dot under the date.

4. **TESTING** – When it's time for the Tester to take a BAC test, they will receive a text message from BACtrack View on their iOS device. They should click the link in the message to open the BACtrack View app and begin their test:

1. Make sure Bluetooth is enabled on their iOS device and then turn on the BACtrack by pressing the silver button for a 1-2 seconds until the blue lights come on.
2. The app will then automatically connect with the BACtrack. Once connected, they will see a "preparing the device" screen, followed by "take a deep breath."
3. Once they are prompted, blow into the BACtrack for 5 seconds while holding their iOS device at eye level. They <u>do not need to blow as hard as they can</u>, but they do need to exhale <u>firmly and consistently</u> for 5 seconds straight, until they hear a click in the device.
4. A notification will be sent to you, letting you know a test has been completed. The test result, date, time, location and image will be shown in the Test Results section of the Calendar.
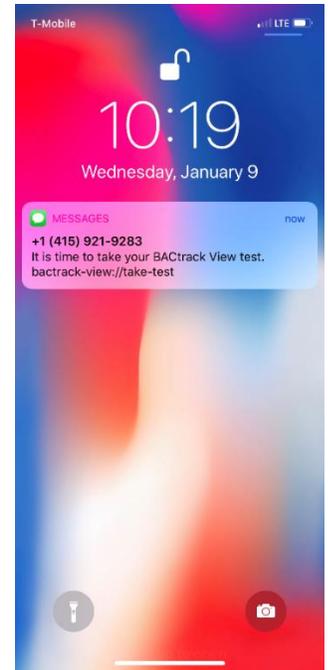
NOTE: If they receive an error, please turn the BACtrack off and on again before restarting the testing process.

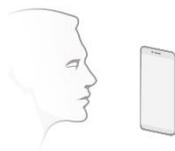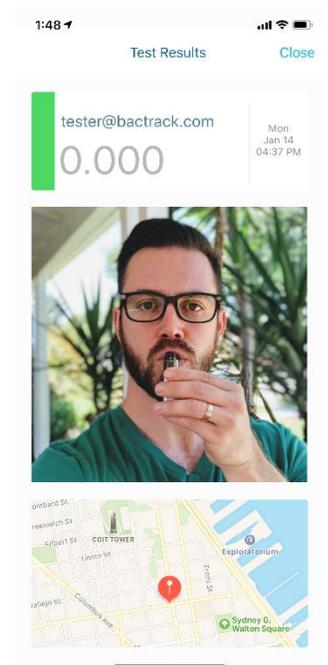5. (OPTIONAL) **EXPORT PDF REPORT –** Depending on the plan level, you are able to download PDF reports of the Tester's activity. Tap the "Activity" icon on the upper right corner. Then tap the "Download" icon on the upper right corner to receive an email with your PDF report attached.