



# SALTO ACCESS

Freeman Technology Department

## DOWNLOAD AND SET UP THE APP

1. In the app store (Apple and Android), search for 'JustIN'. This will bring up the SALTO JustIN mobile app.
2. Once the app has downloaded, open it and allow notifications.
3. Click 'agree and continue'.
4. Enter and confirm your mobile number.
5. You'll then receive a message asking if the number is correct. Press OK.
6. A verification code will then be sent to you via SMS. Enter this number when prompted.
7. Once you've successfully installed the app, you will gain access to your Freeman issued digital key.
8. If Bluetooth on your mobile device is turned off, the app will prompt you to turn it on.

**Note: You will get a notification on your phone once the door access 'Digital Key' has been assigned to you.**

## HOW TO USE THE APP TO UNLOCK THE DOOR/LOCK

1. Open the 'JustIN' app and select Freeman School District #358
2. Press the large green button and hold the phone flat against the black sensor on the door/lock. Once the light on the sensor turns green, the door is unlocked.

**Note: Doors will automatically lock again.**

## HOW TO EXTEND THE EXPIRY DATE FOR THE APP'S 'DIGITAL KEY'

1. The digital key expires every 7 days. All you need to do is refresh the app to get access for another 7 days. You don't need to be at the facility to do this.
2. Make sure you have an internet connection.
3. Open the 'JustIN' app and select the Freeman School District digital key.
4. Pull down on the screen so the loading wheel shows, then release. The app is now refreshed and your access has been extended for another 7 days.



**GET THE JustIN APP ON**

