

# Save and Launch the Remote Access Staff Portal as an App on a Mobile Device

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Watch a (2:18) video tutorial on Launch the Staff Portal as an App on a Mobile Device

Your Staff Portal remote entry point can be saved to your iPhone/iPad/Android device just like an app. Once it is saved it can be launched via an icon just like any other app.

## Add the Staff Portal to your Mobile Device



iOS/iPad/iPhone devices must use **Safari** web browser.



Android devices must use either **Chrome** or the native Web Browser.



1. Open a web browser on your mobile device and enter this URL:  
**https://app.jackrabbitclass.com/jr3.0/TimeClock/StaffLogin?orgID=XXXXXX.**
2. Replace "XXXXXX" in the URL with your **Org ID**.  
**Note: Your Org ID can be found from Tools > Online Web Registration > Getting Started.**
3. Enter the username and password at the Staff Portal login screen. From here you can save as a web app to your device.

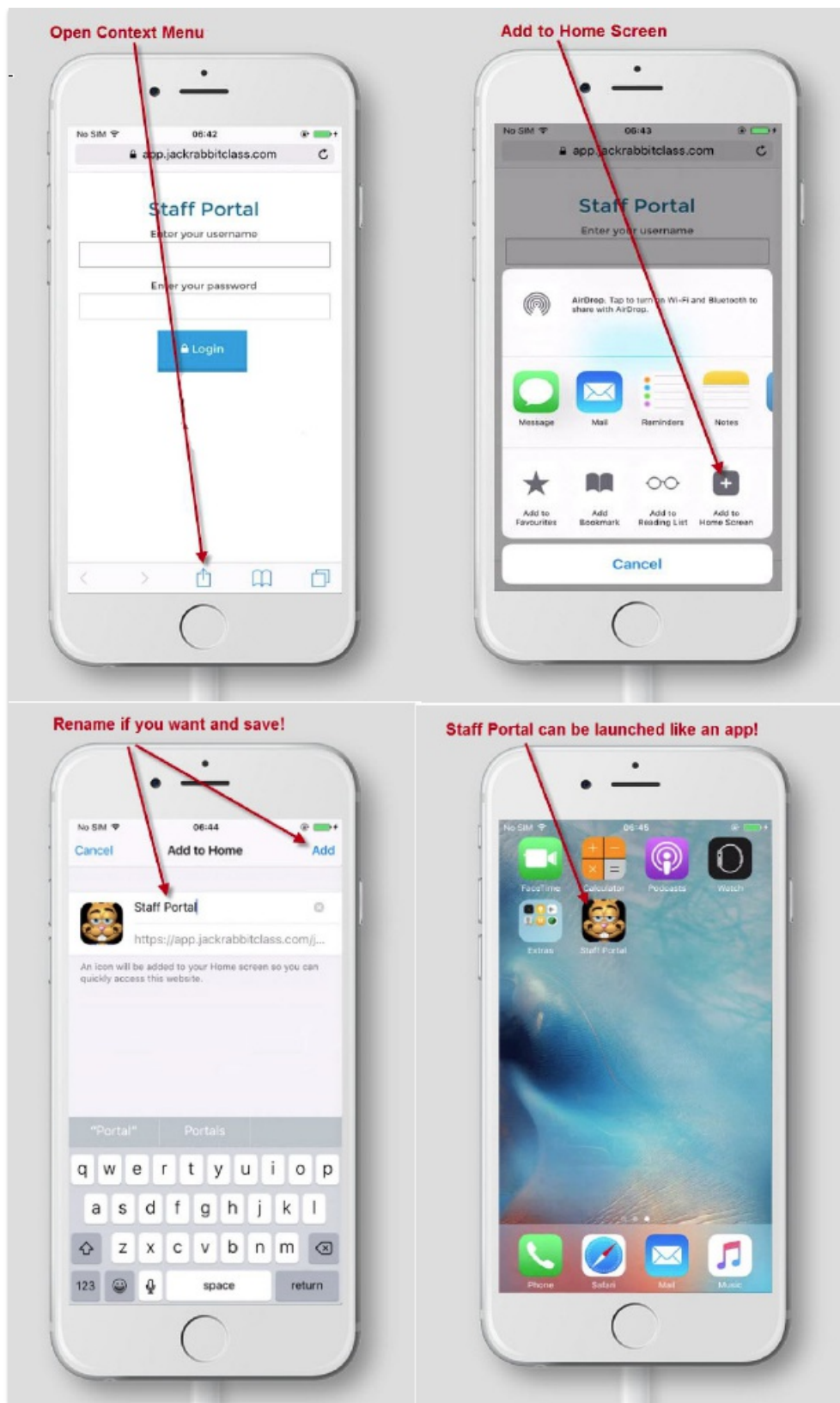
## Save the Staff Portal App to a Mobile Home Screen

### iOS Users



Open the context menu by clicking the square with upward pointing arrow icon centered at the bottom of the screen. From this menu click **Add to Home Screen**.

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## Android Users



Click the 3 vertical dots in the upper right hand corner to open the context menu. Then click **Add to Home Screen** to save as a web app.

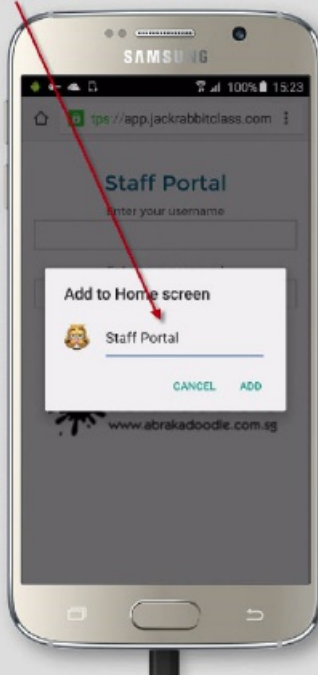
Open Context Menu



Add to Home Screen



Rename if you want and save!



Staff Portal can be launched like an app!

