ASGARD
LEARNING
PORTAL

Downloading and Installing AsgardMobile

Follow the steps below to download and set-up AsgardMobile on a mobile device.

Before you begin:
- *The AsgardMobile App is available as a free public app in Apple App Store and the Google Play store.*
- *You may need to contact your manager or IT support team for assistance with installation.*

For assistance with AsgardMobile or Staff On-Shift, please contact support@katanasoft.com.

Step 1: Locate and open the Apple App Store or the Google Play Store app.

Step 2: Search for and select **Asgard Facilities Management**.
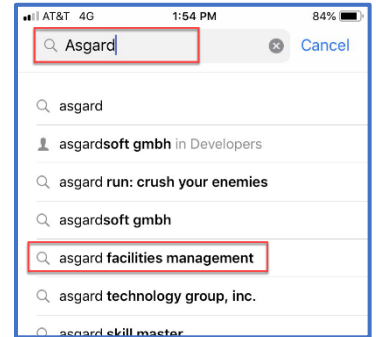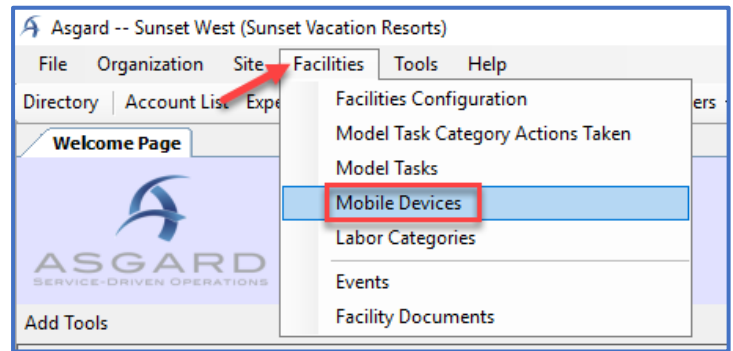
Step 3: Download and Open the app.

Step 4: When the app launches, you will see the message PLEASE ENTER DEVICE ID: XXXXXX INTO THE ASGARD MAIN SYSTEM. Log into the Desktop app.
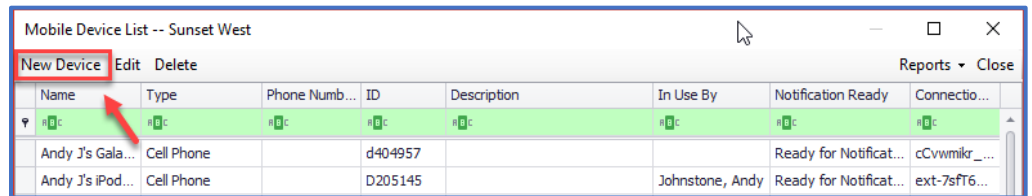
Note: The ability to enter Device IDs into the Asgard Desktop App is permission based. You may need to ask your manager to enter it for you.

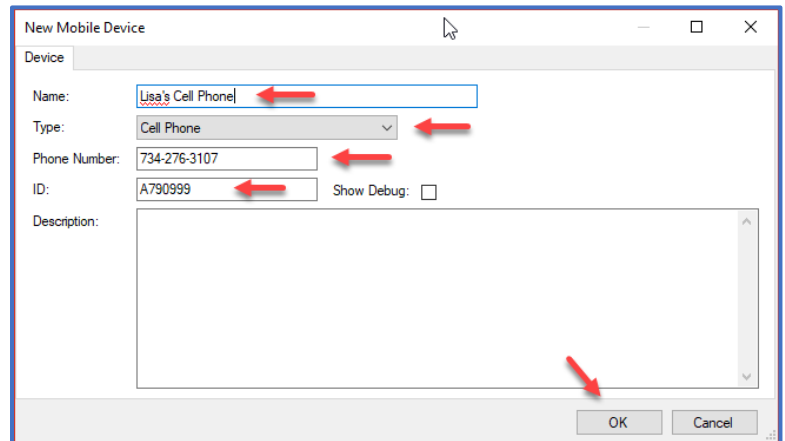**Step 5:** Open the Facilities drop-down and select **Mobile Devices**.

Step 7: On the Mobile Device List screen, click **New Device**.

Step 8: Give your device a **Name**, select the **Type** of device, and enter the device's **Phone Number**, if applicable. Type in the **Device ID** from the AsgardMobile screen (see **Step 4**).

Click **OK**.

Note: The app will refresh with the message DEVICE ID: XXXXXX IS NOT ON SHIFT. The device is now ready to be assigned to a user in Staff On-Shift.