SMARTCERT*

ACCESS CERTS WHERE AND WHEN YOU NEED TO.



Managing paperwork is about to get a whole lot easier.

Sign up for free to start receiving certs!

SmartCert is a universal platform that streamlines cert management and provides the **self-service tools** you need to keep business moving.

- DIGITAL AUTOMATION
- 24/7 ACCESS
- CENTRALIZED, SECURE STORAGE
- QUICK VIEW AND SORT
- REAL TIME UPDATES
- DOWNLOAD, PRINT AND SHARE



1

Create a free Starter
Account for your company
at GetSmartCert.com
(instructions on next page)

2

Cert packages from your vendors will be uploaded to your company dashboard via email or QR code 3

Users have 24/7 access and can view certs with a mobile device via QR code

HERE'S HOW TO GET SET UP:

- ✓ Go to GetSmartCert.com
- ✓ Click Create Account, select Starter Account
- Enter your account and company information
- Confirm your email (check your junk folder if you don't see the email in your inbox)

Received a SmartCert Email?

If you are new to SmartCert and have received an email from your supplier via SmartCert, simply click the link and <u>log in to your account</u>. This will automatically add the SmartCert to your dashboard.

Once the connection is made to your supplier, all future SmartCerts will be automatically delivered to your dashboard and the email will serve as a notification that the SmartCert has been added





Received a SmartCert QR Code?

- If you are using a Smartphone or tablet:
 - Log into your account on any browser, click the scan button on the bottom of your screen to open the QR code reader
 - Position the QR code within the box in your camera view to activate the scan
 - Scanning the QR code will open the SmartCert viewer and add it to your dashboard, making it accessible from any computer
- If you are using a 2D scanner:
 - Scan the QR code to open the link to the SmartCert
 - Click return on your keyboard to activate the link and open your browser
 - Log in to your account (if you haven't already logged in and enabled 'remember login')
 - When you are logged in, you will be directed to the SmartCert viewer. The SmartCert has been added to your dashboard and is immediately available to your team



