

Information Technology

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Install Health Assessment Icon to Home Screen

For iPhone and Android Smart Phones

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Version

Version	Change Description	Author	Date
0.1	Initial draft.	Randy Worrell	09/22/2020

Creating the Icon on Your iPhone

As most of you already know, in order to reenter the building you must first have your supervisor's permission, and second, you must take the Health Assessment on the lni.wa.gov website. Step-by-step, here are the instructions for doing so with your iPhone.

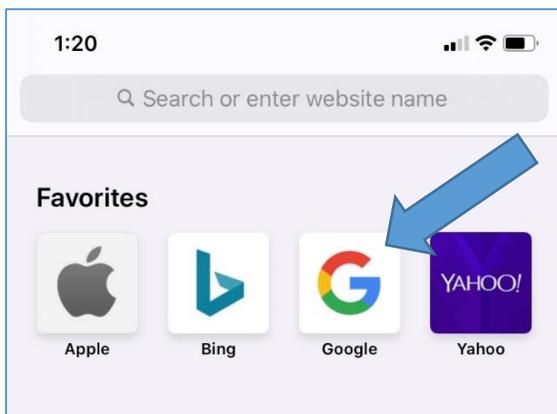
1. OPEN THE SAFARI BROWSER

On your iPhone, open the Safari browser.



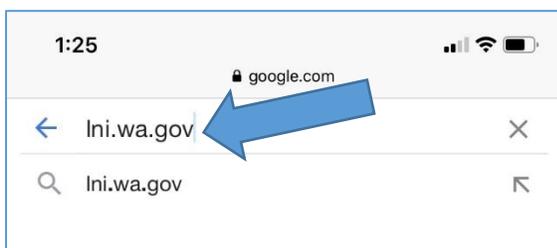
2. GOOGLE

Tap the "Google" icon to open the Chrome browser

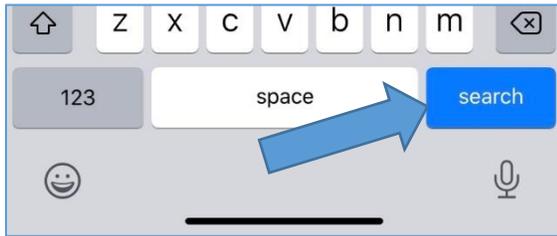


3. GO TO THE L&I WEBSITE

Enter "lni.wa.gov" into the browser address bar...

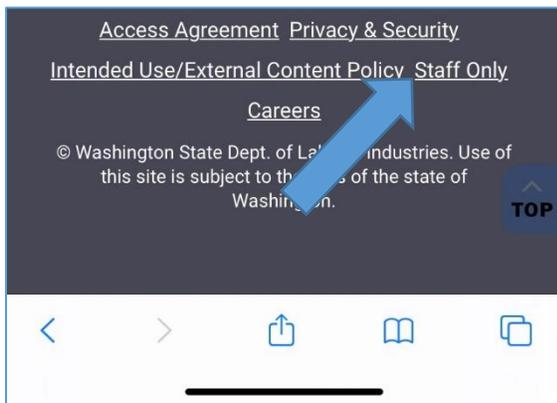


...and tap the “search” button.



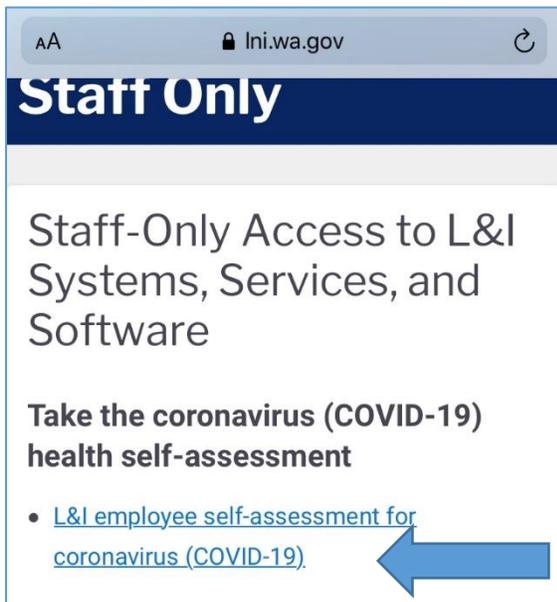
4. “STAFF ONLY” LINK

Scroll to the bottom of that page and tap the “Staff Only” link.



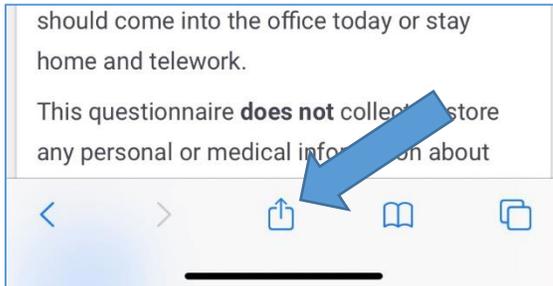
5. ACCESS THE SELF-ASSESSMENT

Tap the “L&I employee self-assessment for coronavirus (COVID-19)” link.



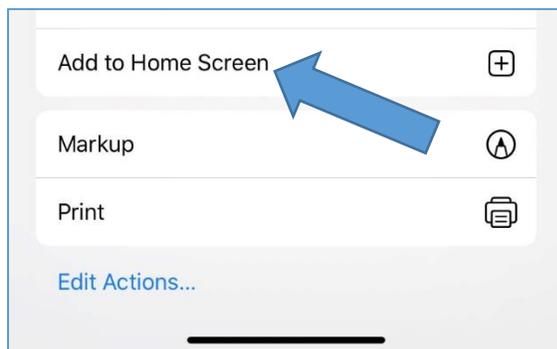
6. PUT THE SHORTCUT ONTO YOUR HOME SCREEN, PART 1

2. Now put the shortcut onto your phone's home screen. Tap the box with the up arrow in the bottom center of the screen.



7. PUT THE SHORTCUT ONTO YOUR HOME SCREEN, PART 2

Scroll down until you see "Add to Home Screen" and tap it.



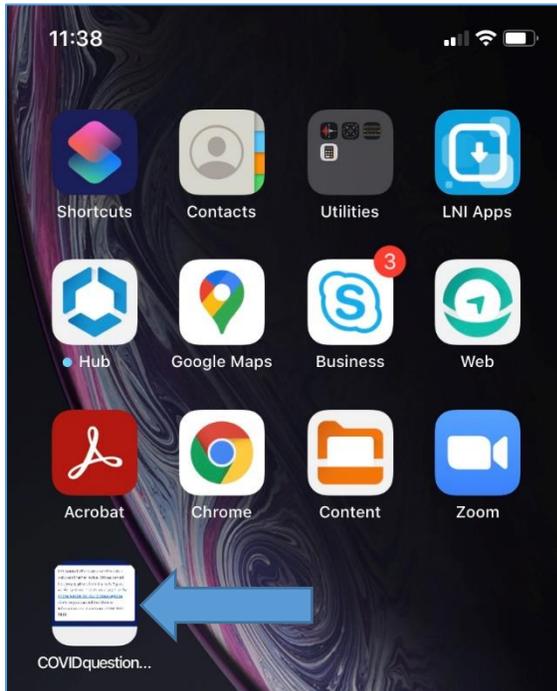
8. CONFIRM ADDING TO THE HOME SCREEN

You'll be asked to confirm the addition. Tap "Add."



9. VISUAL VERIFICATION

The link to the COVID questionnaire will now be on your phone's home screen.

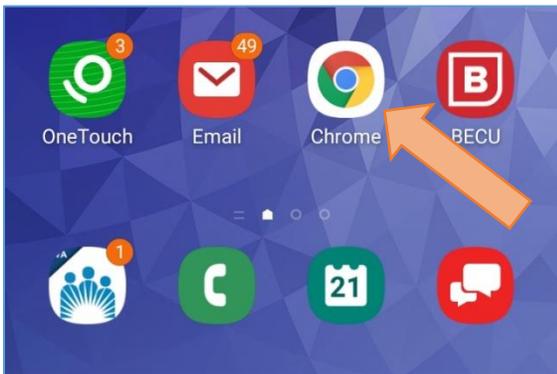


Creating the Icon on Your Android

As most of you already know, in order to reenter the building you must first have your supervisor's permission, and second, you must take the Health Assessment on the lni.wa.gov website. Step-by-step, here are the instructions for doing so with your Android.

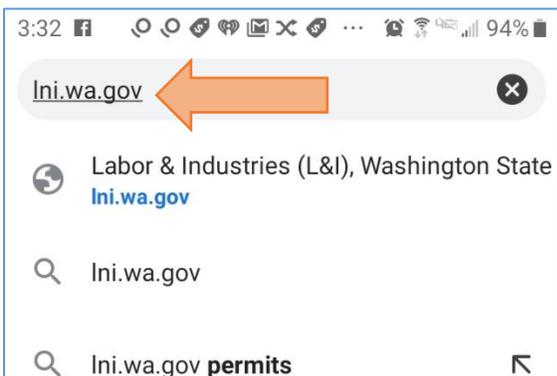
1. OPEN CHROME

On your Android Phone, open the Chrome browser.

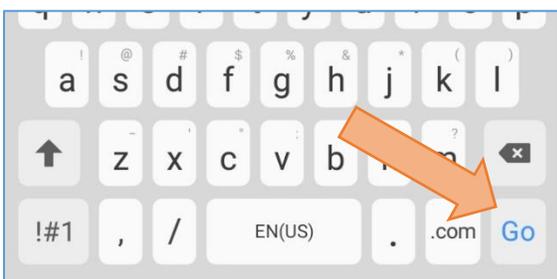


2. GO TO "LNI.WA.GOV"

Go to Google and enter "lni.wa.gov" into the browser address bar...

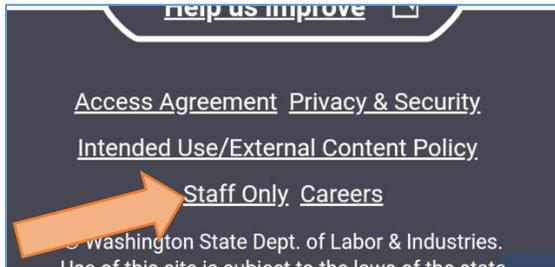


...and tap the "Go" button.



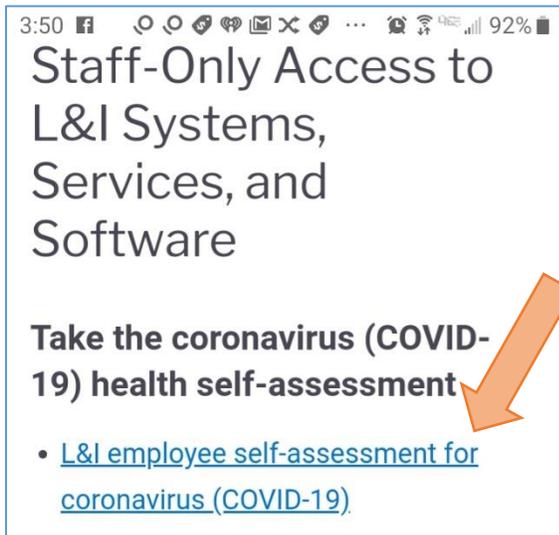
3. “STAFF ONLY” LINK

Scroll to the bottom of the page and tap the “Staff Only” link.



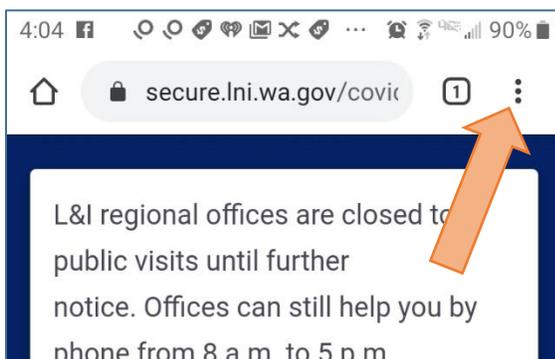
4. GO TO THE ASSESSMENT

Tap the “L&I employee self-assessment for coronavirus (COVID-19)” link.



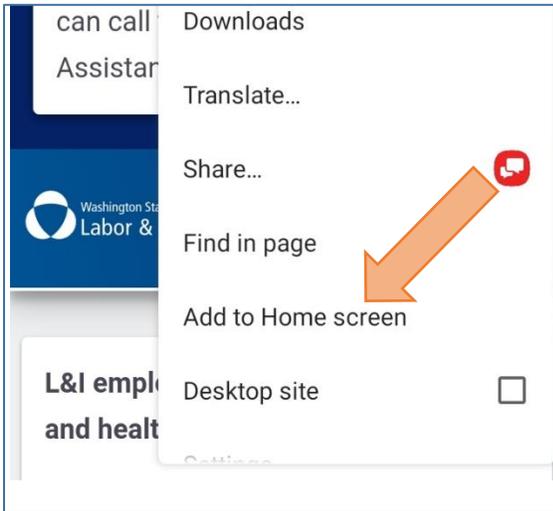
5. OPEN THE MENU

Now put the shortcut onto your phone’s home screen. Tap the three dots in the upper right hand corner. This will open the menu.



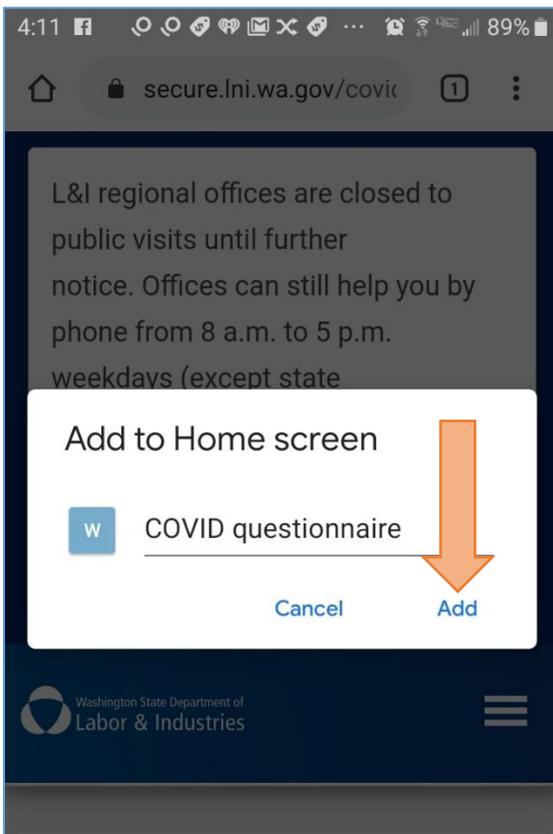
6. CREATE THE SHORTCUT

On the menu and tap “Add to Home screen.”



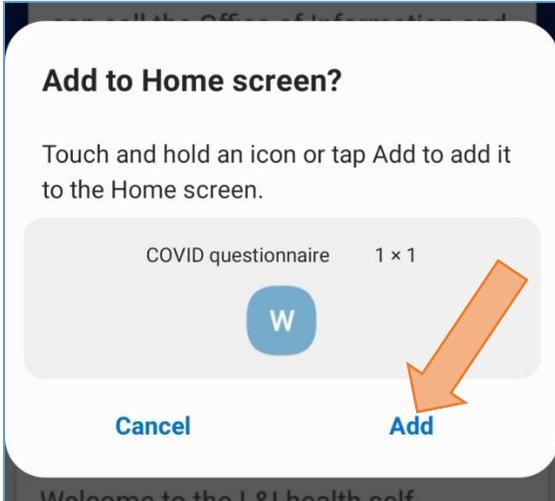
7. NAME THE ICON

Accept the default name by tapping “Add.”



8. CONFIRM THE ICON CREATION

Confirm adding to the home screen by tapping “Add.”



9. VISUAL VERIFICATION

The link to the COVID questionnaire will now be on your phone's home screen.

