



ENTRYSHIELD

Protecting What Matters Most

Application Installation Instructions



entryshield.com



2489 US 62 W.
Mountain Home
AR, 72653



(855)467-4911

IOS Application Install



ENTRYSHIELD

Protecting What Matters Most

2489 US 62 W. Mountain Home, AR 72653

entryshield.com

(855)467-4911

01

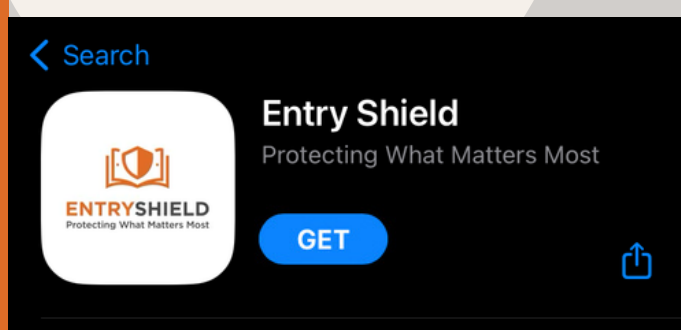
Open Apple App Store

02

Search "Entry Shield"

03

Select "GET"



04

Enter Apple ID credentials if/when prompted

This will download the application to your device

Android Application Install



ENTRYSHIELD

Protecting What Matters Most
2489 US 62 W. Mountain Home, AR 72653
entryshield.com
(855)467-4911

01

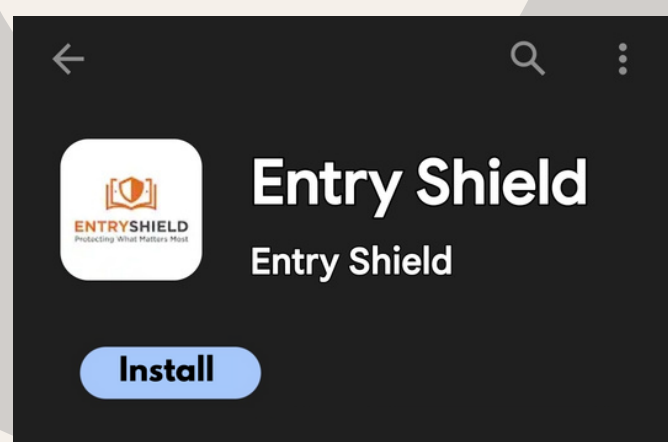
**Open Google Play
Store**

02

**Search "Entry
Shield"**

03

Select "Install"



04

**Enter Android
credentials
if/when prompted**

This will download the application to
your device

Setting up the Entry Shield App



ENTRYSHIELD

Protecting What Matters Most
2489 US 62 W. Mountain Home, AR 72653
entryshield.com
(855)467-4911

01

**Open the newly
installed Entry Shield
App**

02

Select "Create Account"

10:20
App Store

ENTRYSHIELD
Protecting What Matters Most

name@email.com

password

LOGIN

Forgot Password?
Create Account

03

Enter "School ID"

This is very specific and must be
entered correctly.

10:22
App Store

Back Sign Up

DEMO12345

Robin

Gomez

robin@entryshield.com

password

password

Agree to terms and conditions

SIGNUP

Setting up the Entry Shield App



ENTRYSHIELD

Protecting What Matters Most
2489 US 62 W. Mountain Home, AR 72653
entryshield.com
(855)467-4911

04 Enter your information

Your first name, last name & email address

05 Create and confirm your password

06 Check "agree to terms and conditions"

07 Select "Sign Up"

After signing up, you will receive a message saying that your access is pending and waiting to be confirmed – This must be done by an Entry Shield System Administrator.

Your account is pending and is currently not approved to access the app.

If you believe this is an error, or need assistance, please contact your superintendent

[Signout](#)

08 Contact Entry Shield for confirmation

The first user must be approved by an Entry Shield Admin. Email ellakate@entryshield.com with the subject line: "Pending approval through Entry Shield App", or call our office at (855)467-4911. After you have been approved, you will then gain access to the application, alerts and to approve other users. Admins, see next page for new user confirmation.

Confirming New Users



ENTRYSHIELD

Protecting What Matters Most

2489 US 62 W. Mountain Home, AR 72653

entryshield.com

(855)467-4911

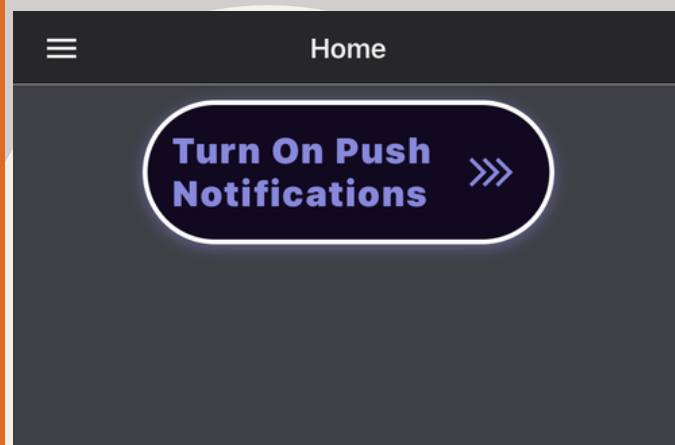
This is exclusively an admin function,
proceed only if you have been
approved as an admin.

01

Open the Entry Shield App

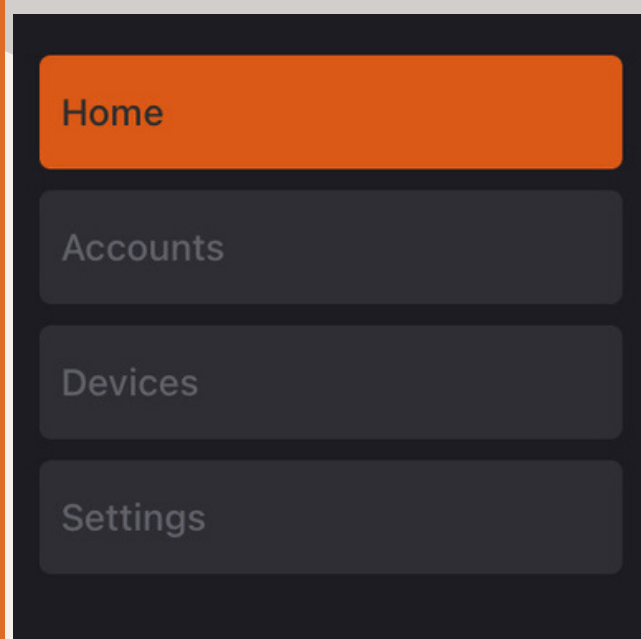
02

**Select the menu icon in the upper left
hand corner**



03

Select "Accounts"



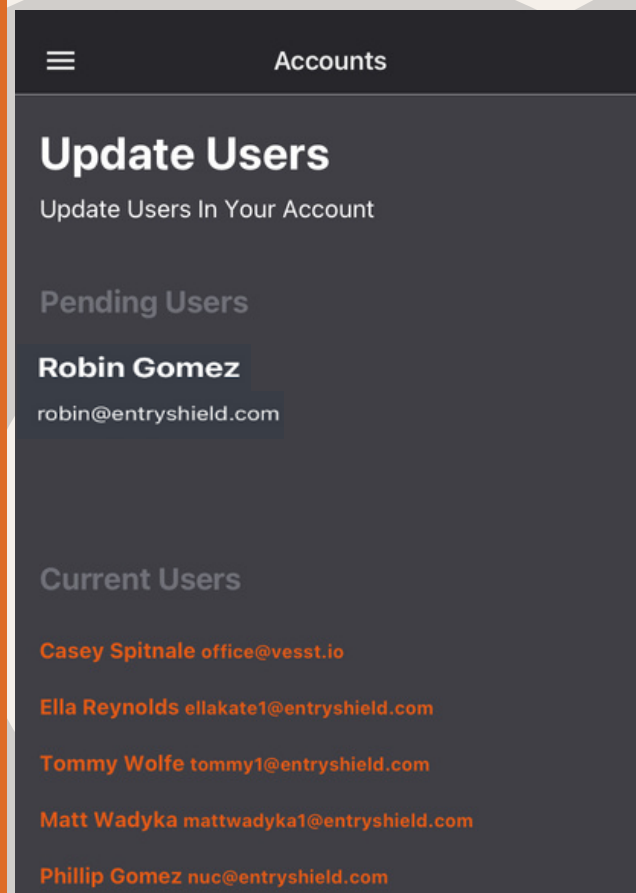
Confirming New Users



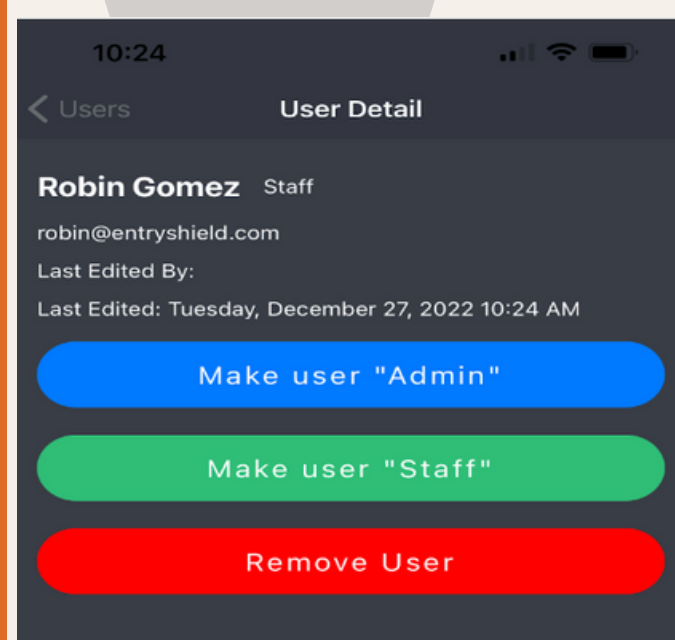
ENTRYSHIELD
Protecting What Matters Most
2489 US 62 W. Mountain Home, AR 72653
entryshield.com
(855)467-4911

04 Select " Pending Users"

If the School ID credentials were not entered correctly, "pending user" will not be displayed.



05 Select the pending user and click the appropriate permission level



Confirming New Users



ENTRYSHIELD

Protecting What Matters Most

2489 US 62 W. Mountain Home, AR 72653

entryshield.com

(855)467-4911

06

Once the permission level has been set, instruct the user to force close App and restart

07

After the app has been restarted, users will begin receiving alert notifications

For support or questions installing the Entry Shield App please call 855.467.4911

Navigating the App



ENTRYSHIELD

Protecting What Matters Most

2489 US 62 W. Mountain Home, AR 72653

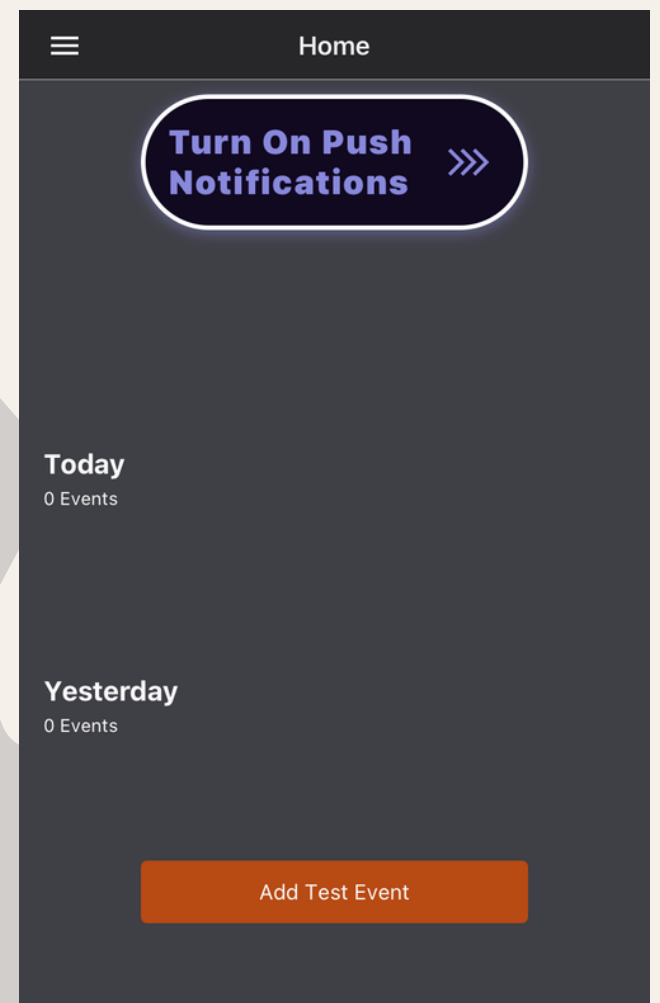
entryshield.com

(855)467-4911

01

Open Application

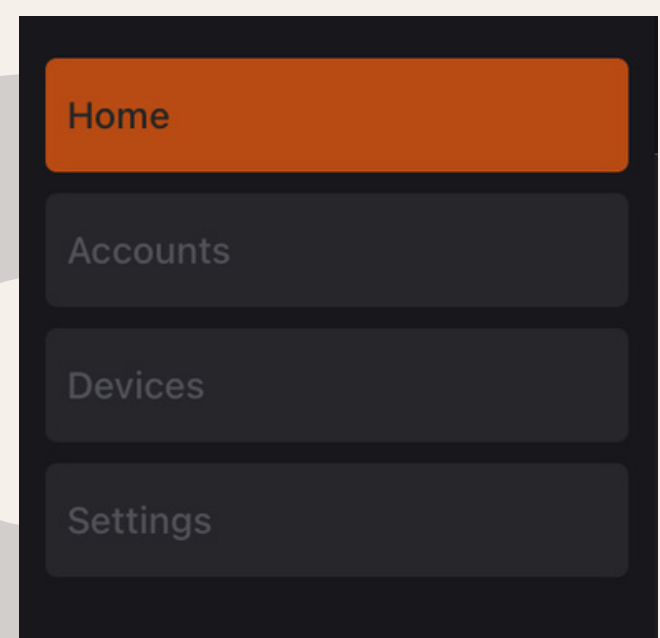
Once the App is opened, the home page will appear. Here you can see the option to turn on or off push notifications, events that have occurred recently, and the option to "Add Test Event".



02

Select the menu icon in the top left corner

When you click the menu icon, a panel will open on the left where you can select "Accounts", "Devices", " or "Settings".



Navigating the App



ENTRYSHIELD

Protecting What Matters Most

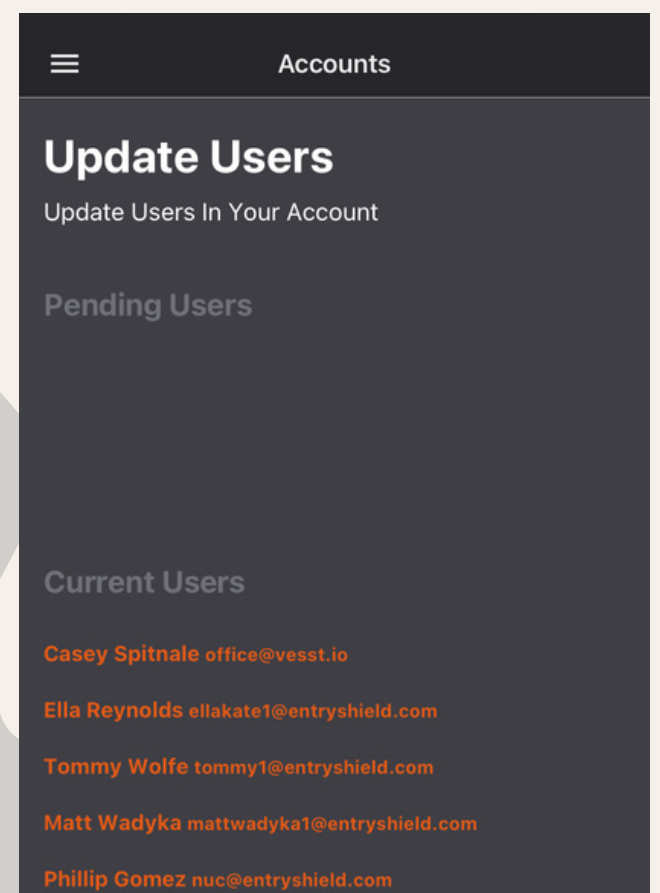
2489 US 62 W. Mountain Home, AR 72653

entryshield.com

(855)467-4911

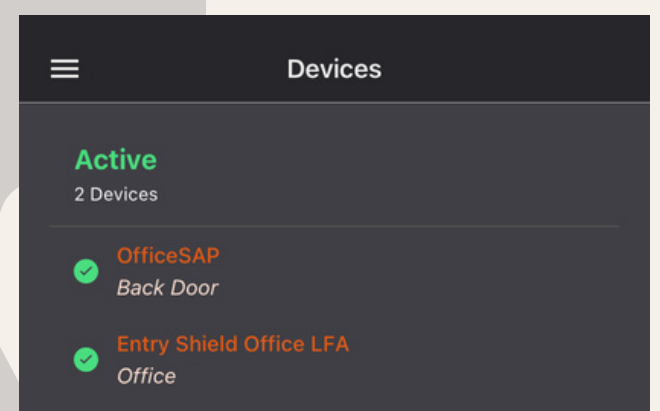
03 Select "Accounts"

In "Accounts", you can see the pending users and the current users in your account.



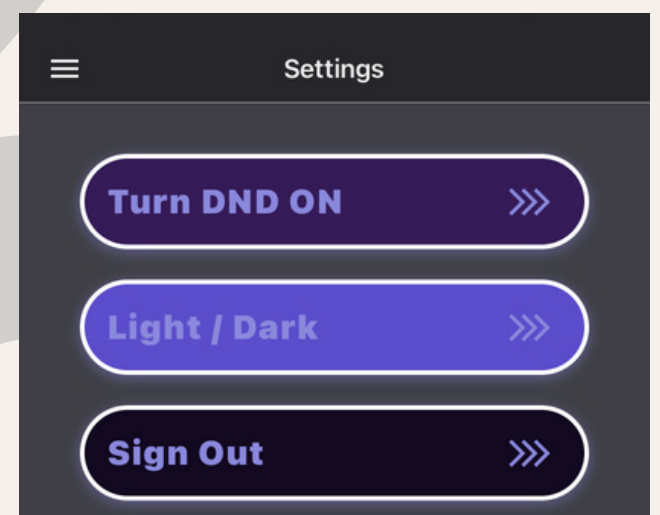
04 Select "Devices"

In "Devices", you can see the Active devices in your account



05 Select "Settings"

In "Settings", you have the options to "turn DND on", which controls notification preferences, "Light/Dark" appearance options, and to "Sign Out" of your account.



For support or questions about the Entry Shield App please call 855.467.4911