



Running the Setup Wizard

Print this document to follow along and take notes on the video.

When you login to Field ID for the first time you will be presented with the Setup Wizard. (If you have already logged in look for the Setup Wizard link on your Dashboard in Field ID)

1. Click "I'm ready Let's Go"
2. Step 1 will ask if you are using Field ID for your customers or internal use such as job sites and locations
3. If you assign assets to employees for personal responsibility click the box next to Enable Asset Assignment
4. On Step 2 you will set your preferred date format and upload your system logo and corporate website.
5. Step 3 you will import common asset templates which will include checklists. We suggest you import at least one to get started. These can be modified at any time by clicking on Setup once the wizard is finished.
6. You are now all done. Next steps are to bookmark your login page, setup your mobile devices by going to www.fieldid.com/getstarted and to identify your first asset

Notes: