



EDIS USER GUIDE

GETTING STARTED WITH THE EDIS MOBILE APP

(EDIS - Electrical Distribution Information System)

www.electricalcertificates.co.uk

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After reading this document you should be able to:

- Download the Mobile app
- Login and download your profile
- Download or Create a certificate
- Upload and complete the certificate

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1 PRE-REQUISITES FOR USING THE EDIS MOBILE APP

To use the EDIS Mobile you need the following:

- Registered on the EDIS cloud system
- Estate visibility for your estates
- Permissions and access to the building access

The guide to completing the prerequisites is here: <http://www.electricalcertificates.co.uk/video-registration-and-access>

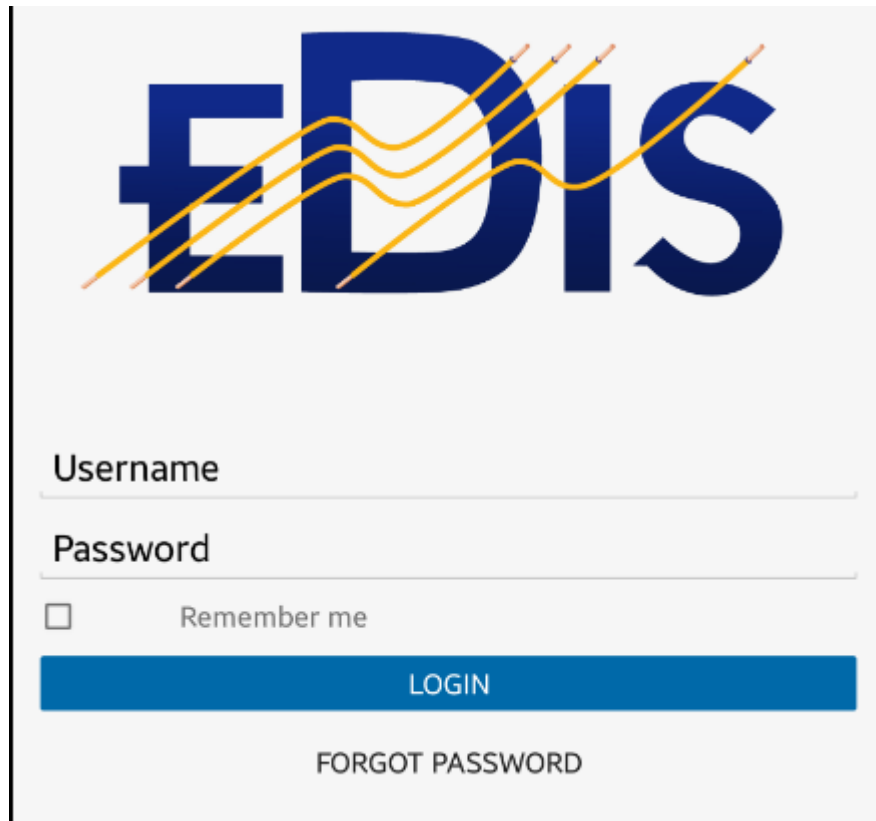
2 GETTING STARTED

1. Download the app:

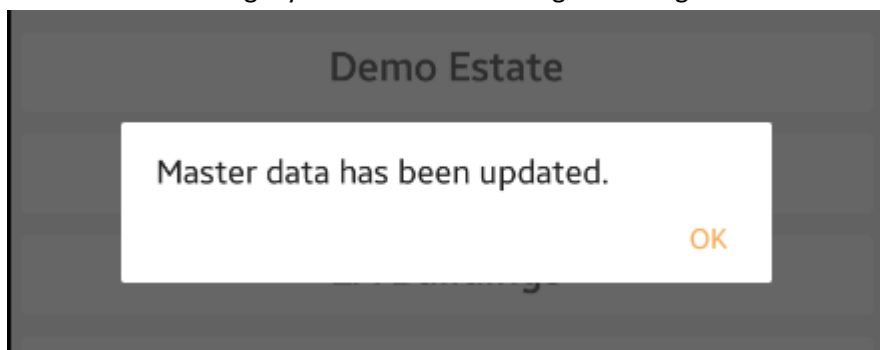
ANDROID: EDIS Mobile on the Google Play store, *search for "EDIS Electrical"*

APPLE: EDIS Mobile on Apple Store, *search for "EDIS Electrical"*

2. Start the app, the app will take a couple of seconds to load
3. Then enter your EDIS email and Password



4. After a successful login you will receive messages relating to the Master Data

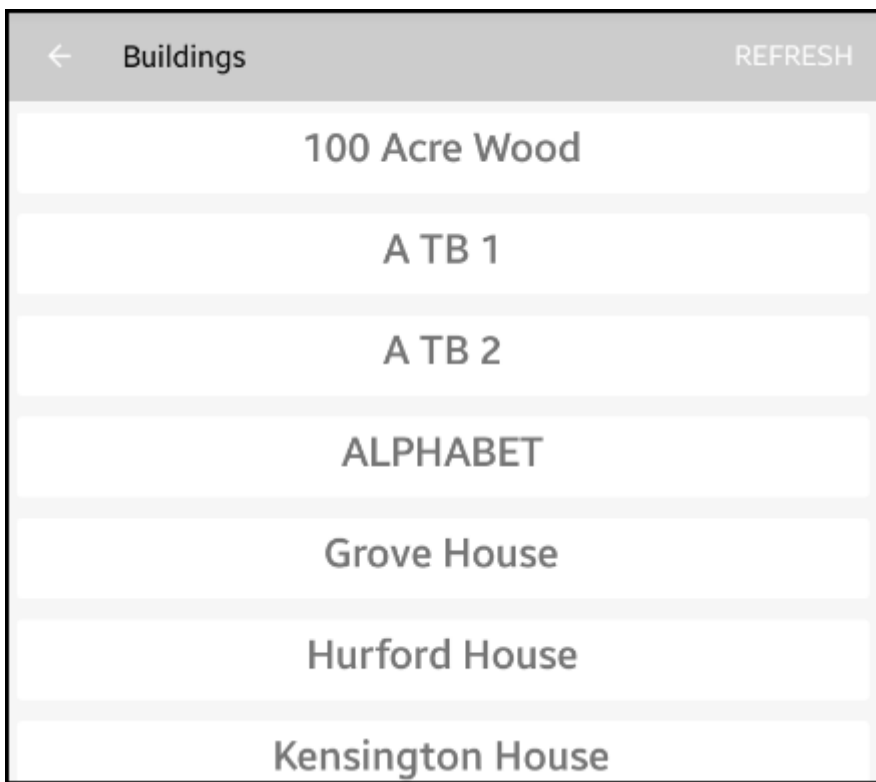


Click OK

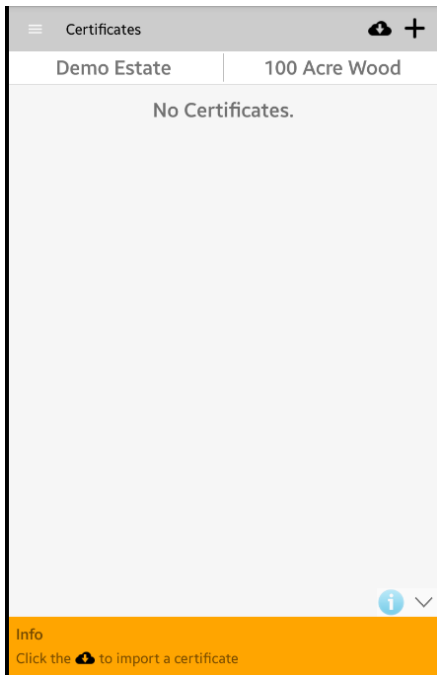
5. Select an estate from the Estates list



6. Select a building from the building list



7. You should now see an empty list of certificates

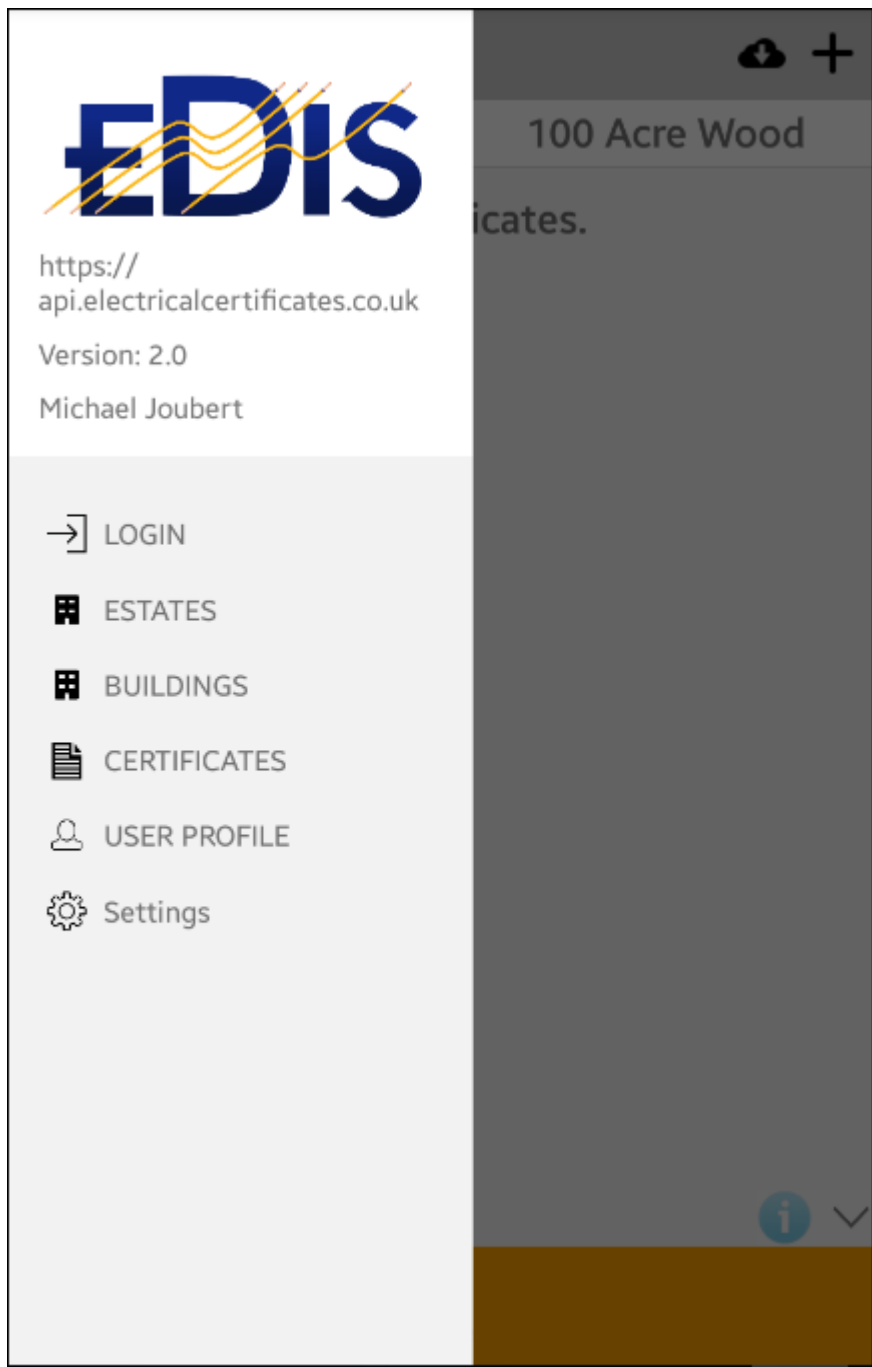


3 IMPORT YOUR PROFILE

1. Click the parallel bars on the top left

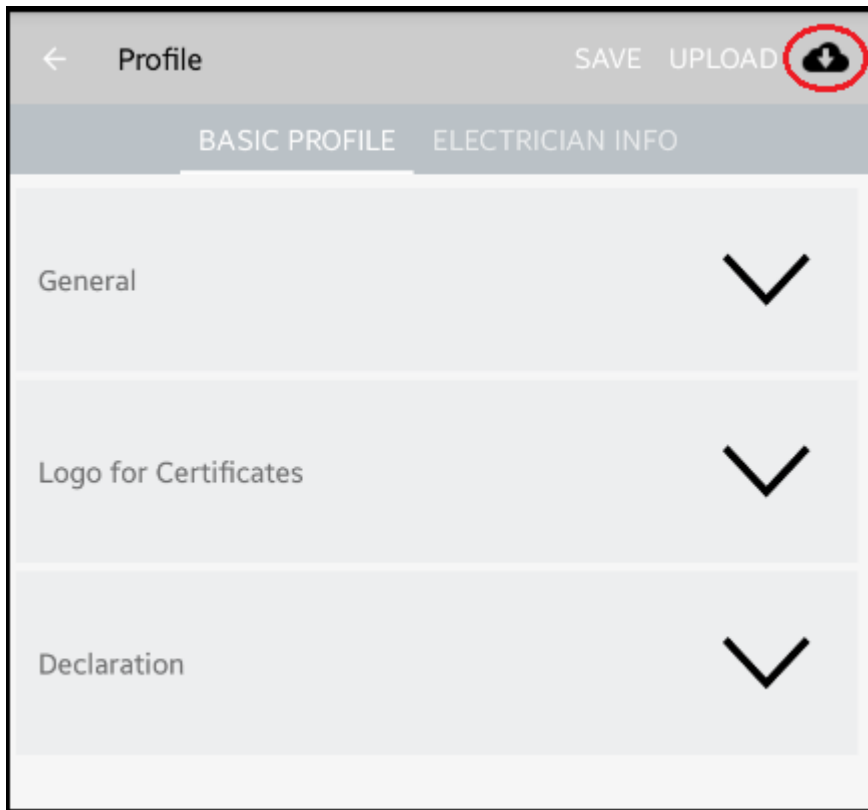


2. The side menu – Click on USER PROFILE



3. Click on Download from cloud to download your user profile -





4. Click save

YOU ARE NOW READY TO CREATE A CERTIFICATE.

4 CREATING AND DOWNLOADING CERTIFICATES

The certificate list will be empty until you download a certificate or create a certificate

4.1 Steps to completing a minor works certificate

4.1.1 Create Minor Works certificate



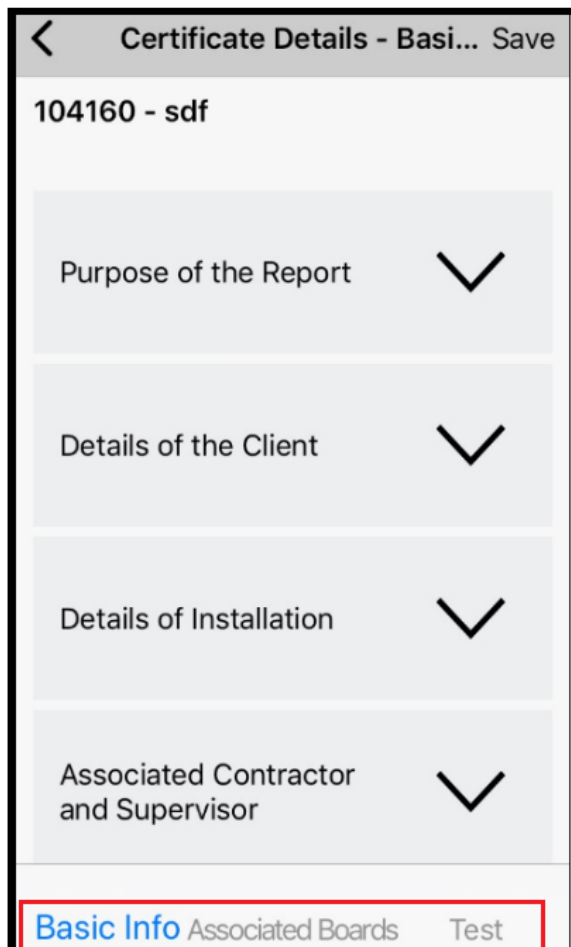
To create a new Minor Works certificate, click the + icon. You can also download an existing MW certificate from the EDIS Cloud.

4.1.2 Edit the certificate

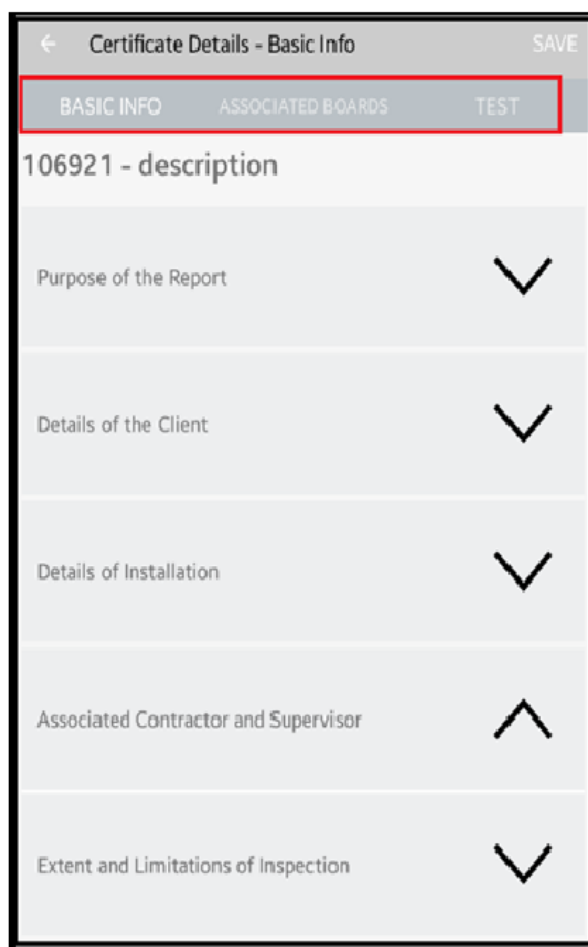
1. After clicking the + button *or* downloading the cert the Certificate is shown with three options in the horizontal menus:

- **BASIC INFO** – The basic info screen allows you to edit the Purpose of the report and other general details,
- **ASSOCIATED BOARDS** – The associated boards option allows you to add boards to the certificate or create boards if they are not on the EDIS Cloud
- **TEST** – The Test menu allows you to select the circuit and enter the test results

ANDROID

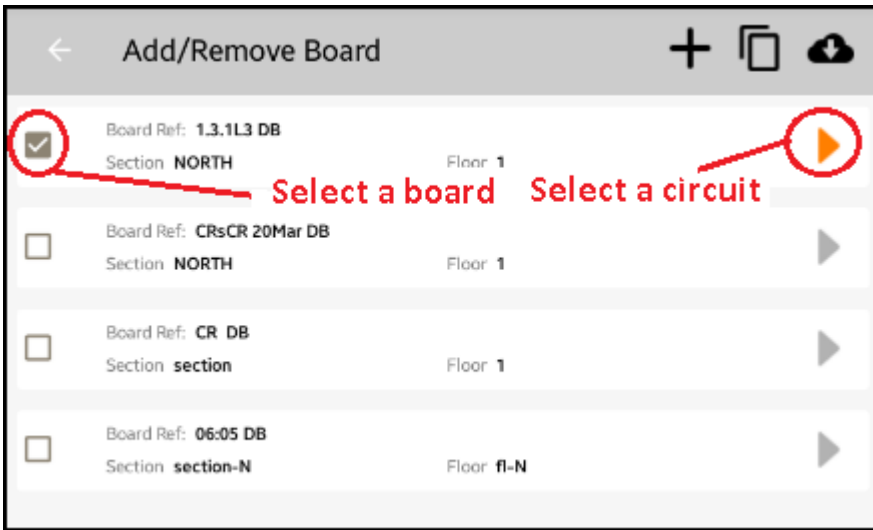


APPLE iPhone



4.1.3 Associate boards with a certificate

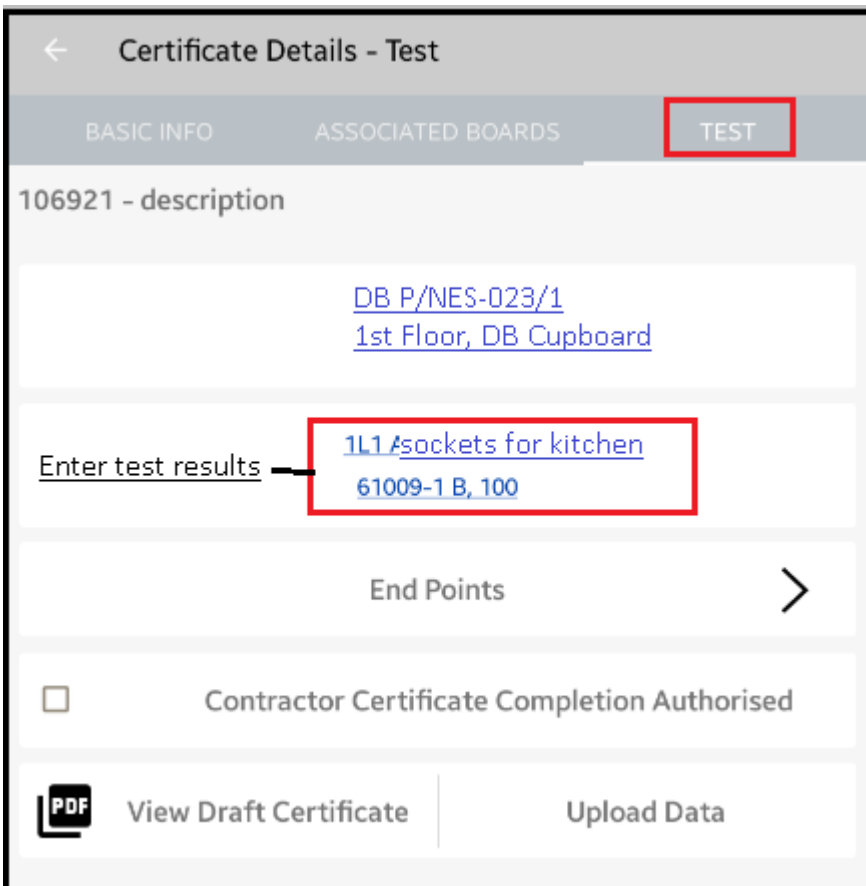
You can create a board, copy a board or download a board. A board must be selected, and a circuit must be associated with the board.



Tap the ← button to return to the main menu

4.1.4 Entering the test data

Tap the TEST menu option, and enter the results



4.1.5 Upload the certificate, View the PDF, Click authorise complete

After entering the test results, you can upload the certificate, then view the PDF. When you are satisfied with the certificate - tick the "Certificate completion authorised" box and then upload the data.

4.2 FINAL STEP TO SIGNING THE CERTIFICATE

Check your email and click the link that the EDIS Cloud has sent to confirm the completion of the MW.