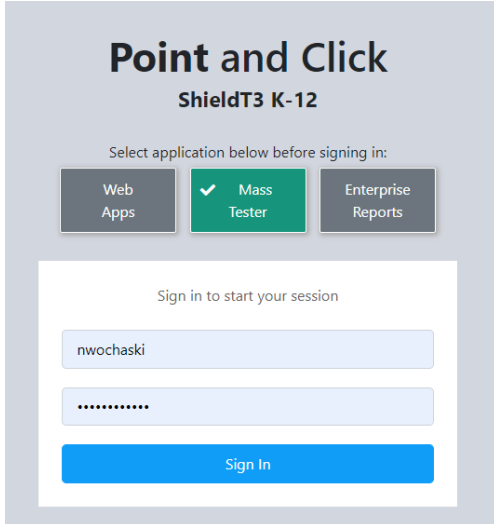


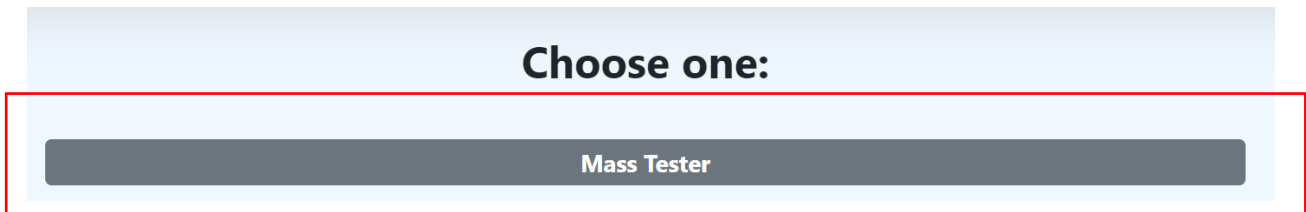
REGISTERING A STAFF MEMBER OR NEW STUDENT INTO POINT AND CLICK

STEP 1: Log in to the Mass Tester Module



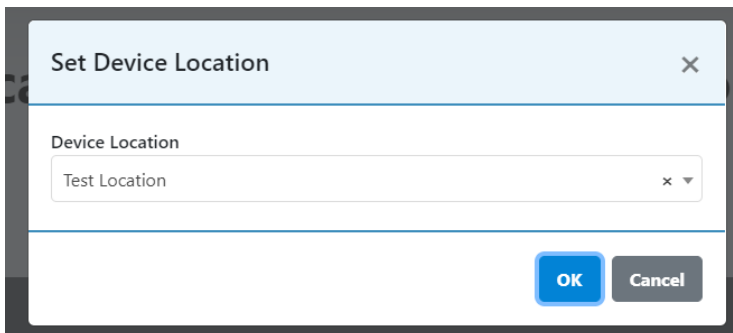
The login screen for 'Point and Click ShieldT3 K-12'. It features three application buttons: 'Web Apps', 'Mass Tester' (which is highlighted with a green checkmark), and 'Enterprise Reports'. Below these is a sign-in section with a text input field containing 'nwochaski', a password input field with masked characters, and a blue 'Sign In' button.

STEP 2: Click on Mass Tester



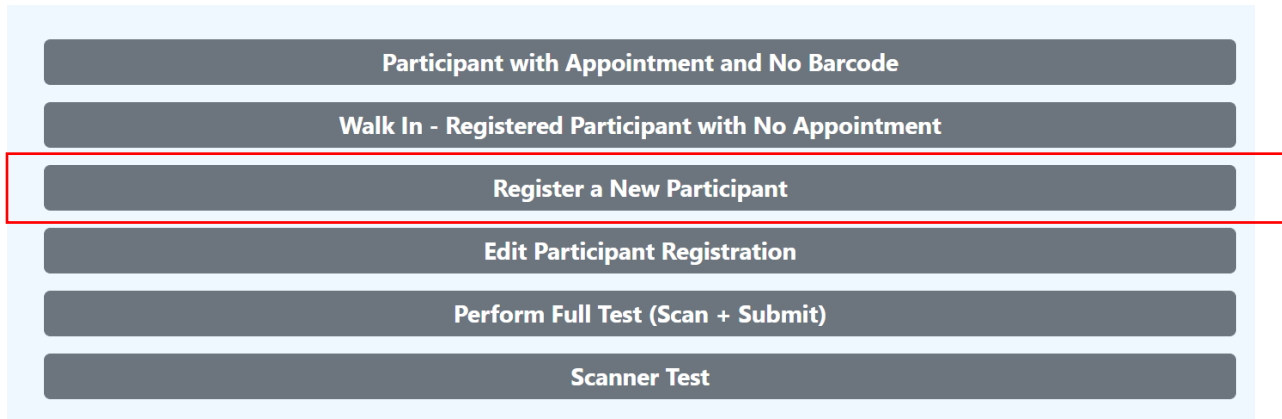
A selection screen titled 'Choose one:'. It contains a single, highlighted button labeled 'Mass Tester'.

STEP 3: Set your physical location (which school are you physically at?)



A dialog box titled 'Set Device Location'. It has a 'Device Location' label above a text input field containing 'Test Location'. At the bottom right are 'OK' and 'Cancel' buttons.

STEP 4: Click on “Register a New Participant”



Participant with Appointment and No Barcode

Walk In - Registered Participant with No Appointment

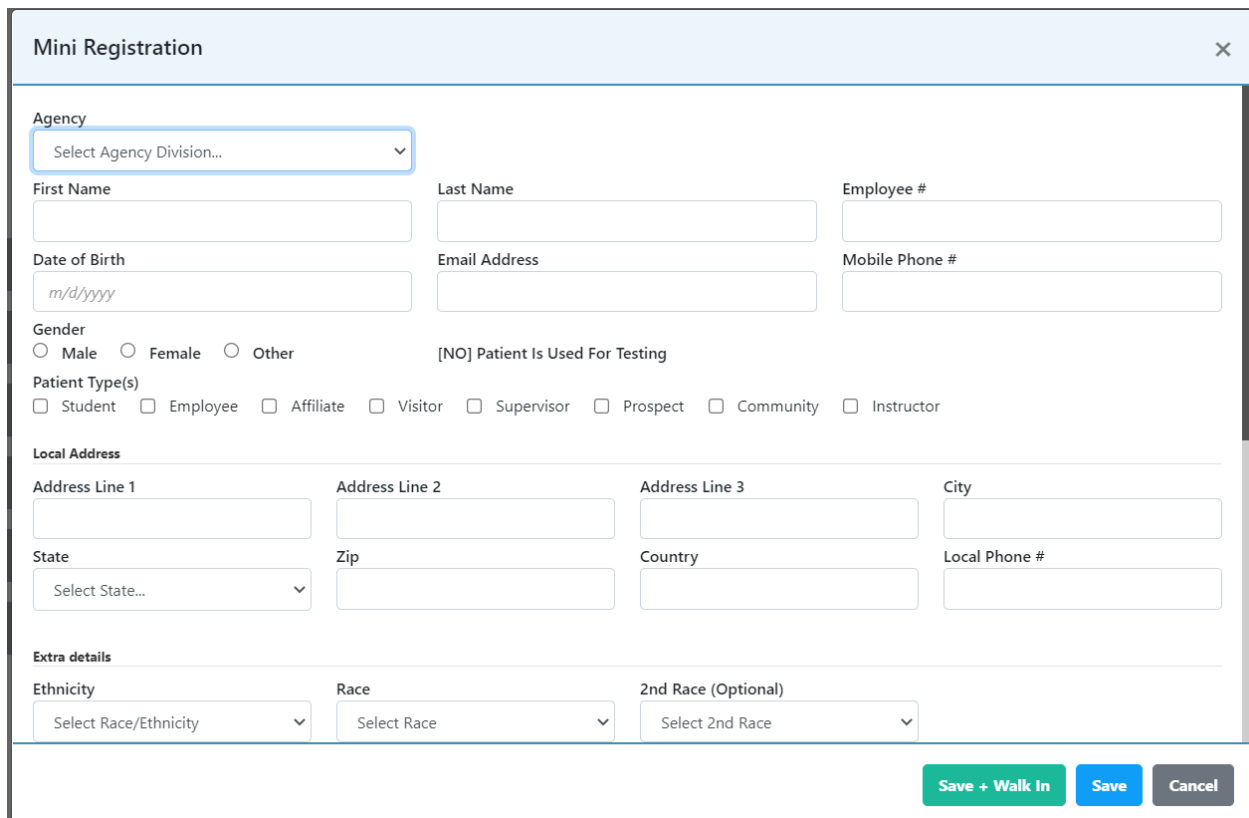
Register a New Participant

Edit Participant Registration

Perform Full Test (Scan + Submit)

Scanner Test

STEP 5: Complete the registration form in its entirety. ALL fields are required for state reporting purposes. Scroll down to answer all questions and then click SAVE.



Mini Registration

Agency
Select Agency Division...

First Name
Last Name
Employee #

Date of Birth
m/d/yyyy
Email Address
Mobile Phone #

Gender
☐ Male ☐ Female ☐ Other
[NO] Patient Is Used For Testing

Patient Type(s)
☐ Student ☐ Employee ☐ Affiliate ☐ Visitor ☐ Supervisor ☐ Prospect ☐ Community ☐ Instructor

Local Address

Address Line 1
Address Line 2
Address Line 3
City

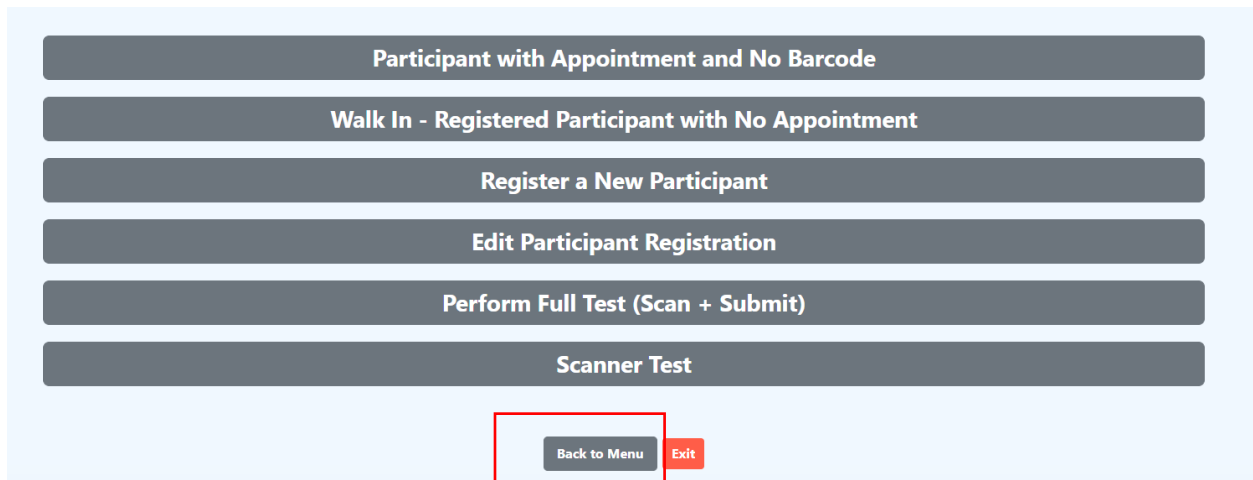
State
Select State...
Zip
Country
Local Phone #

Extra details

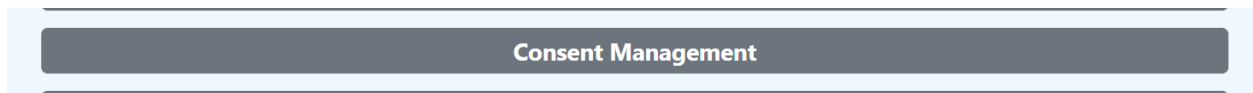
Ethnicity
Select Race/Ethnicity
Race
Select Race
2nd Race (Optional)
Select 2nd Race

Save + Walk In Save Cancel

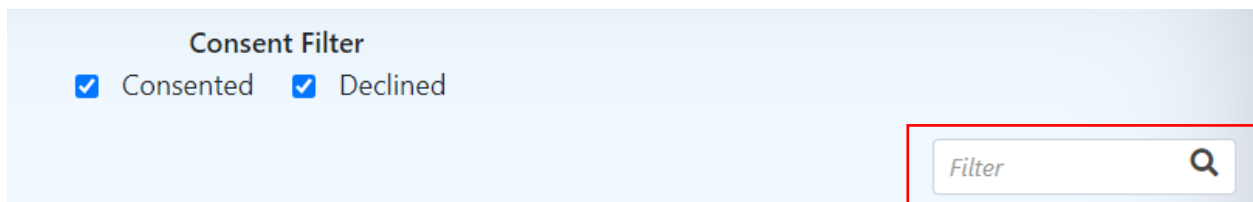
STEP 6: Click “Back to Menu”



STEP 7: Click on “Consent Management”



STEP 8: Ensure Consent Filters are both checked and then enter the name of the newly registered participant in the Filter Search box.



STEP 9: Click on the participants name in the grid and check the box that depicts their consent and then click “OK”.