


For Electrician/Sub-Contractor

# GREENBOT APP

VERSION 1.0



Greenbot  
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**GREENBOT**

# Getting Started with the Greenbot Installer App

## Welcome to Greenbot!

Greenbot is a free online trading platform for trading small-scale technology certificates (STCs). Greenbot can be accessed from any internet ready device. Greenbot is 100% cloud-based and all transactions happen in real time, ensuring that you have the most up-to-date financial information at your fingertips.

There is no additional cost or limit for the number of user and STCs that can be traded through Greenbot. Greenbot's intuitive design promotes efficiency and collaboration for the Solar Retailer and their contractors.

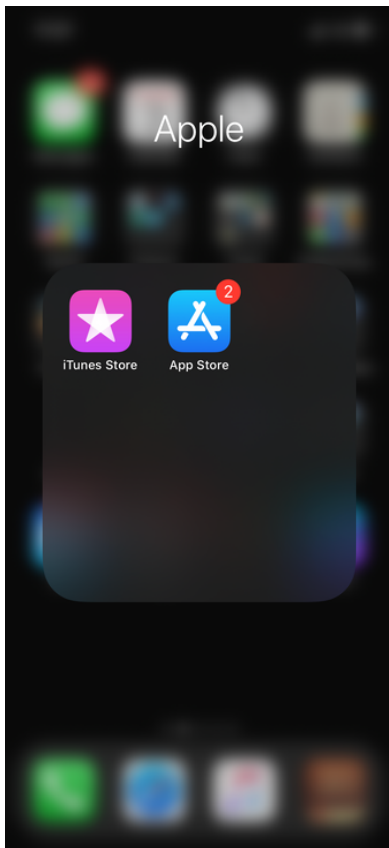
Because the system is in the cloud, there is nothing to download or install; all updates, security and maintenance automatically happen behind the scenes.

## What you will need

- Access to the internet
- Your Smartphone
- Your App Store or Google Play Account
- Your Greenbot Installer Login Details

# Download Greenbot App

1/2



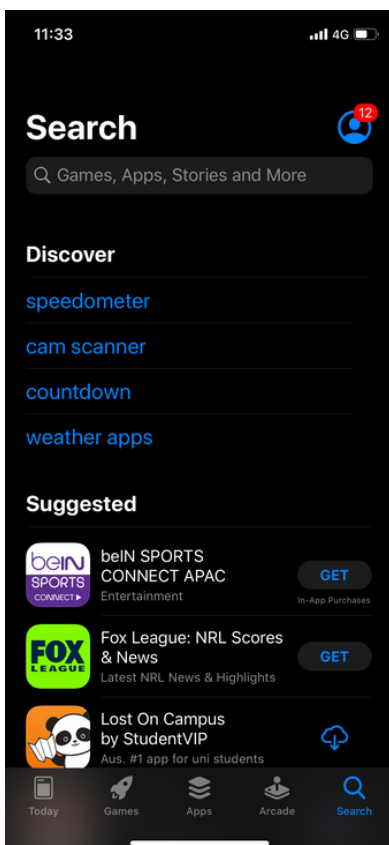
Make sure that you have your App store login details.

**Locate**

App Store

**Tap**

App store



When you have launched your App store -

**Locate**

the search bar

**Type in**

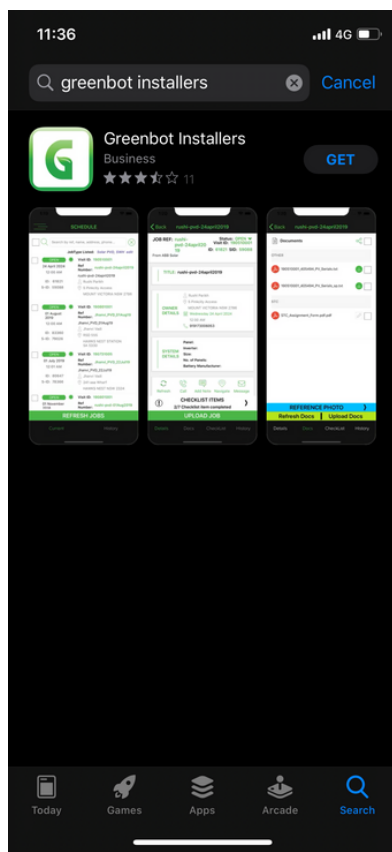
Greenbot Installer

**Tap**

Search button

# Download Greenbot App

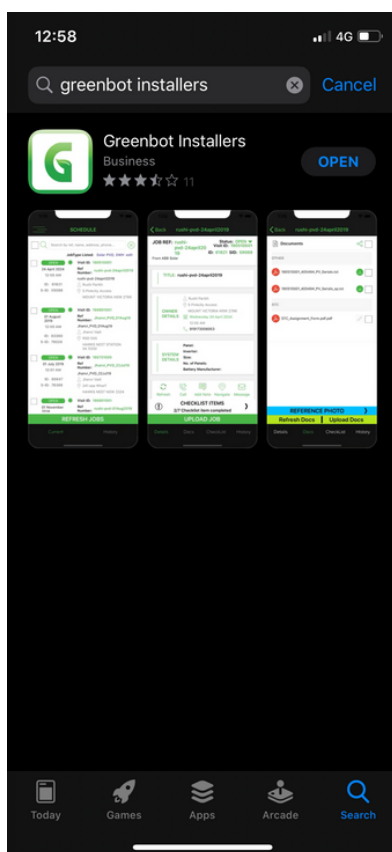
2/2



Once you find Greenbot Installer on App Store.

**Tap** Get button

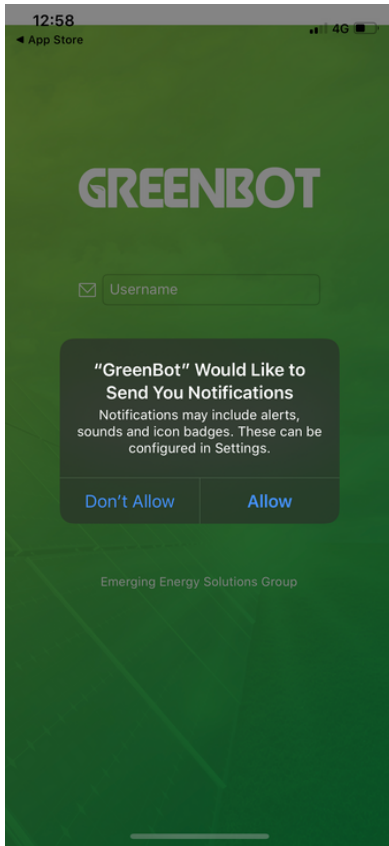
**Wait** until the installation is complete



When it is finished downloading, there will be Open button to launch the App.

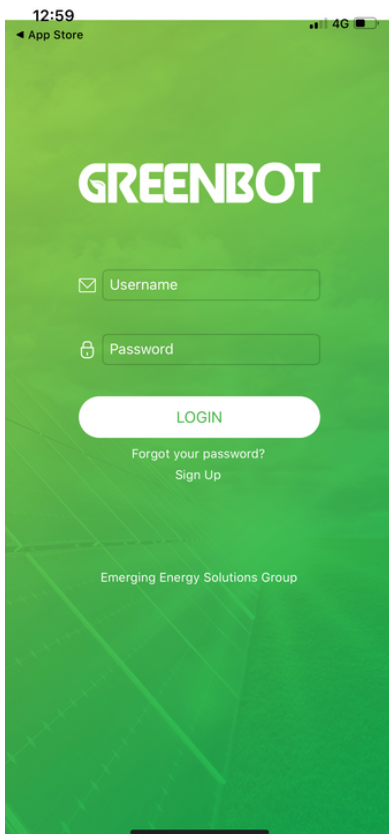
**Tap** Open

# Launching the Greenbot App for the first time



When you open the app for the first time, Greenbot will ask for permission to send notifications from the app to your phone.

**Tap** Allow

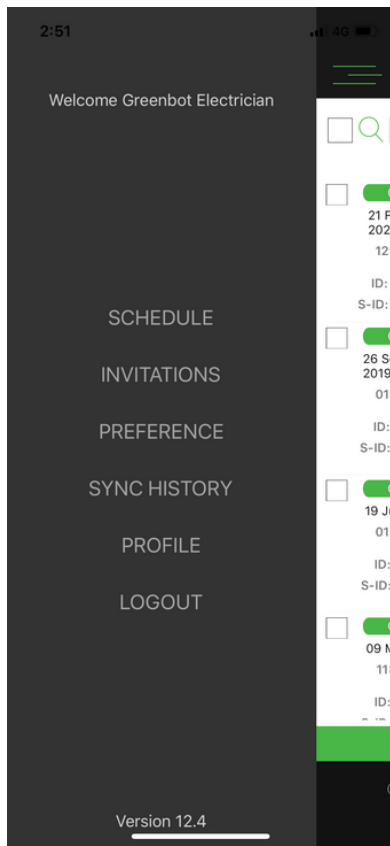


After that the Login screen will appear.

**Type in** your username and password

**Tap** Login

# Accepting Invitation from Solar Retailer

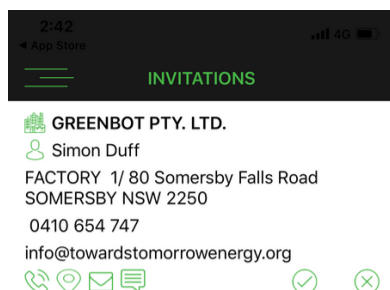


You can accept the invitation from the solar retailer through the app.

Go to Greenbot menu, on the top left side of the screen.

Tap 

Tap Invitations



The app will take you to Invitation screen, you can accept or decline the invitation

To accept invitation

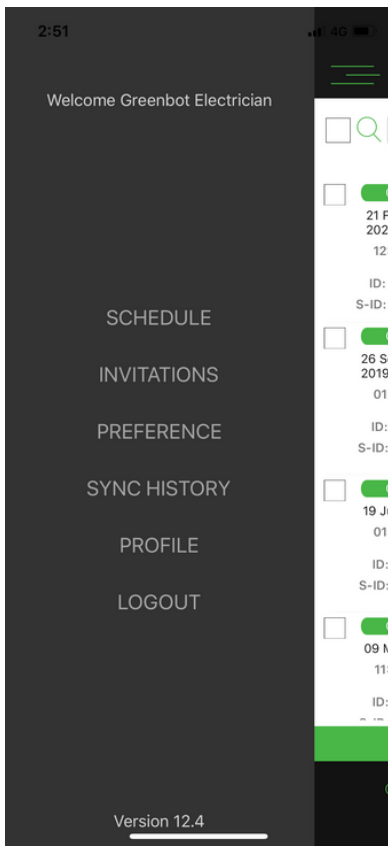
Tap 

To decline invitation

Tap 



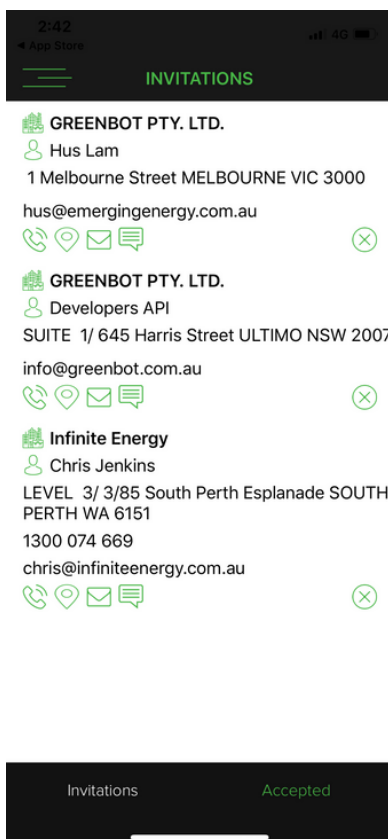
# To See the Accepted Invitation



Go to Invitation Screen through Greenbot menu.  
The menu can be located on the top left side of the screen.

Tap 

Tap Invitations



Greenbot system will automatically log every accepted invitation. To access this history:

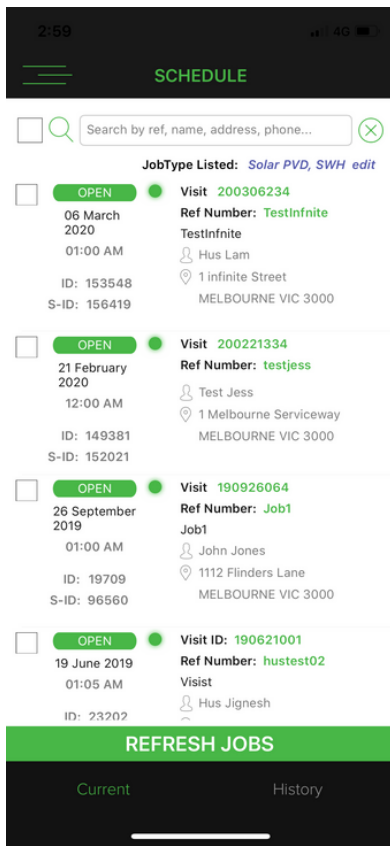
Tap Accepted, on the bottom right of the screen

To cancel the invitation

Tap 



# Access your scheduled job on Greenbot App



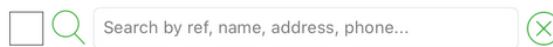
When you logged in, all your scheduled job will be listed on this page.

## Tap

Specific job to access the checklist

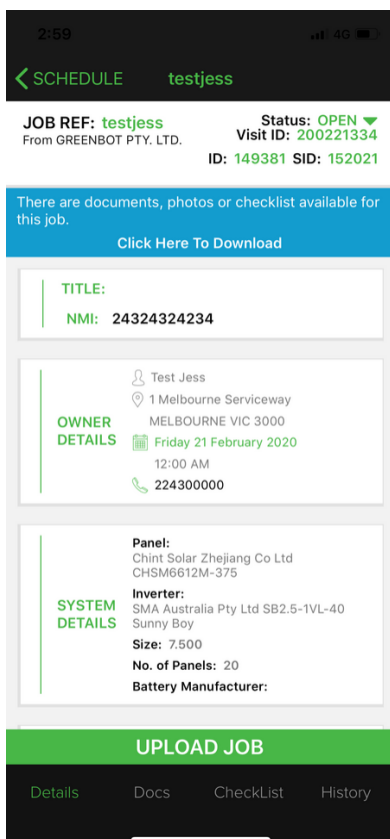
If you can't find a particular job that you are after, there are 2 ways to search it:

1. **Search** your job by ref, name, address



2. Refresh the screen by **Tap**

**REFRESH JOBS**



Once, you are in the job. First thing that you need to do is to download the checklist for the job

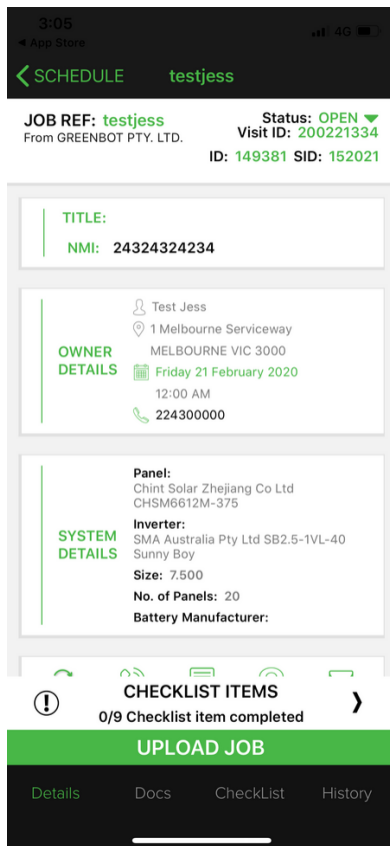
## Tap

There are documents, photos or checklist available for this job.



[Click Here To Download](#)



# Access the checklist for the job

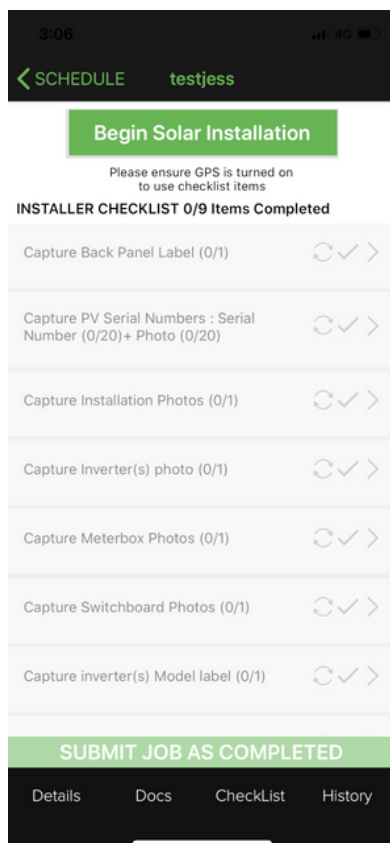


Once the checklist has been downloaded

Tap  **CHECKLIST ITEMS**   
0/9 Checklist item completed

to see the checklist breakdown.

This checklist will give you to do list for this job.



To start capturing information about this job

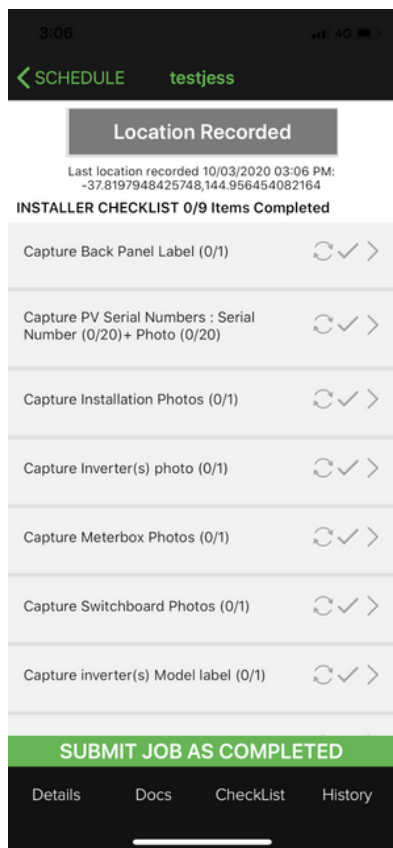
Tap 

Tap 




This button will act as location capture.

If you just install Greenbot, you will be asked for your permission to give Greenbot App your location information.

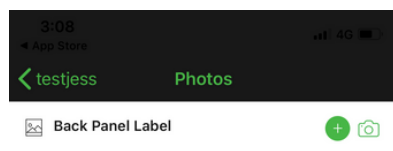
# Greenbot information capturing process - Photo



Once your location is being recorded, you can start completing the checklist. Each item in the checklist is tap-able.

Tap  Capture Installation Photos (0/1)  

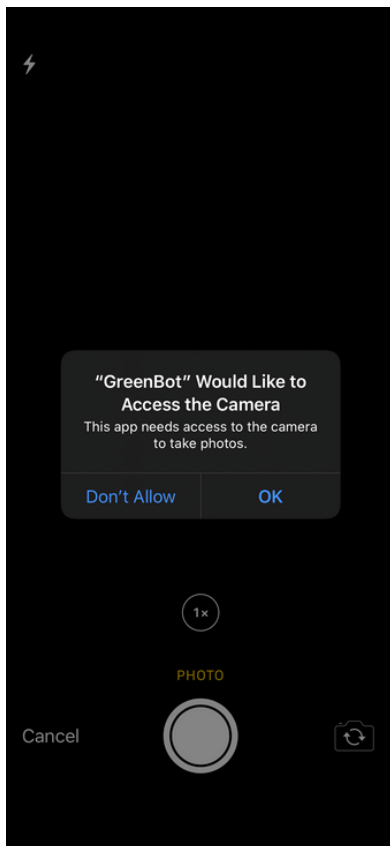
to access the item in the checklist



To capture a photo for an item in the checklist.

Tap 

## Greenbot information capturing process - Photo



Once you tapped the camera icon. Greenbot will requested an access to the camera.

Tap

OK

to grant the camera access to the app and your camera will automatically enable.



When camera's permission is granted and your camera functionality is enable.

Tap



Submit Job As Completed

# Greenbot information capturing process - Photo



Once the photo has been capture. The system will ask you to use the photo or to retake the photo.

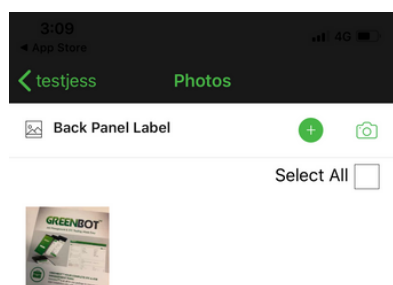
Tap **Use Photo** and Tap **Cancel**

To use the photo that you just took and tap

**Please note:** Make sure the photo is clear and not blurry.

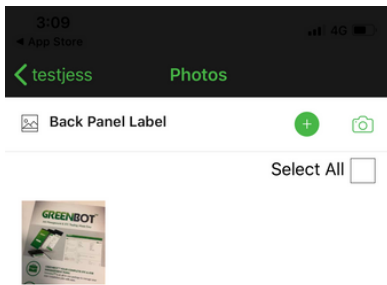
Tap **Retake**

to retake the photo.





When you already decided to use the photo, the photo thumbnail will be generate.

# Share and Delete Image

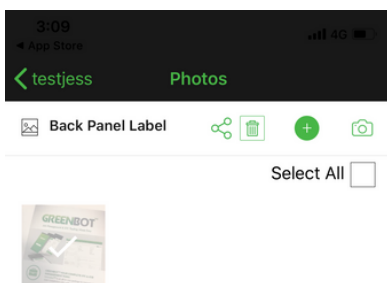


There are 2 ways to share your image.

## 1. Tap and hold and Tap



When you tap and hold the thumbnail, the image thumbnail will transform to faded and with tick on it and there will be extra 2 button appear   next to the photo label.

## 2. Tap and Tap



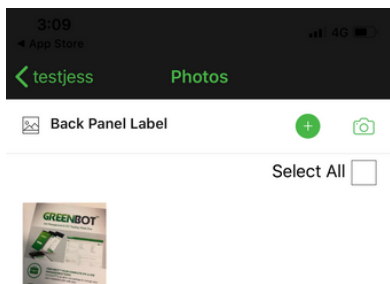
To delete the image you need to be able to access delete button,

## Tap and Hold

The image thumbnail will transform to faded and with tick on it and there will be extra 2 button appear   next to the photo label.

Tap  to delete the image.

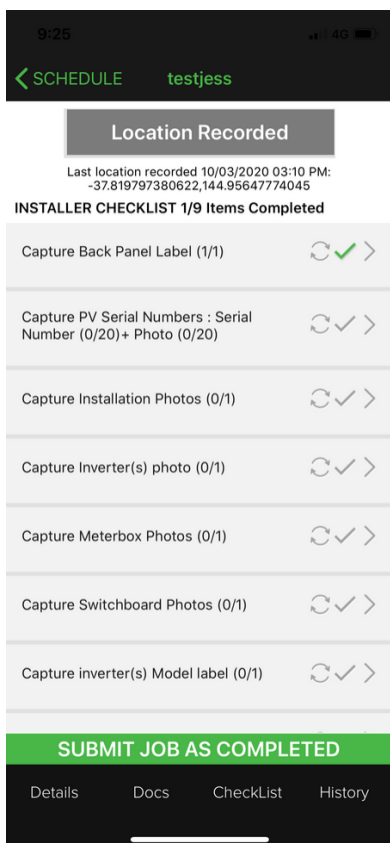
# Go Back to the Checklist



If you finish the specific checklist item and want to continue completing the job, you need to go back to the checklist page to continue.

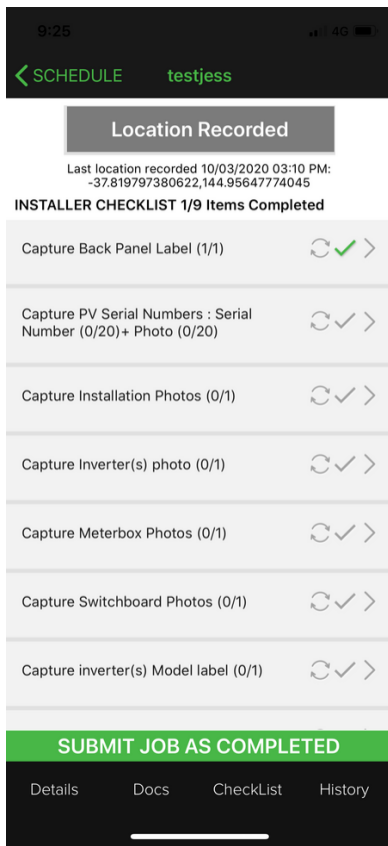
Tap 

To go back to the checklist.



When the checklist item has been completing, the tick icon will turned from gray to green.

# Greenbot Barcode Scanner



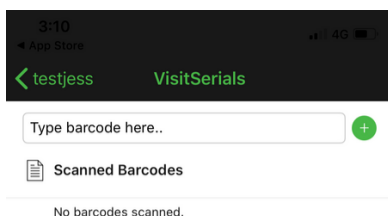
The second task, you will be ask to capture PV serial numbers. Greenbot has integrated barcode scanner to make things simple and easy for you.

Tap

Capture PV Serial Numbers : Serial Number (0/20) + Photo (0/20)



To start this task



There are 2 ways to capture the barcode of your devices:

1. Using Greenbot built-in barcode scanner.
2. Typing the barcode manually.

We recommend you to always use the first options to get your devices serial number to Greenbot. However, if the scanner couldn't work for some reason, please manually type in.

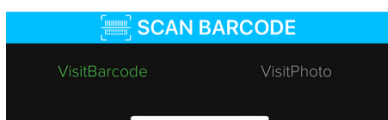
To scan the barcode

Tap



Or typing it manually

Type barcode here..



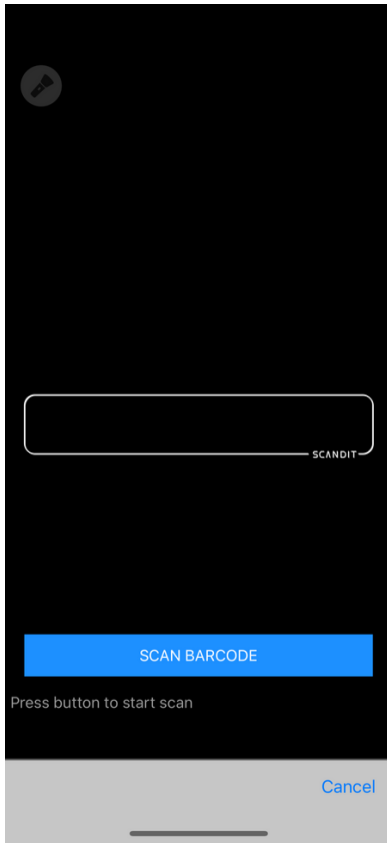
Tap



to add serial number



# Scanning Your Devices' Barcode

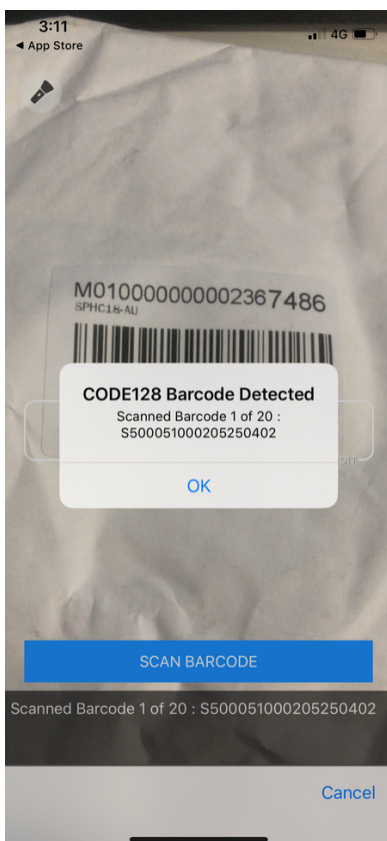


Black screen will indicate that you haven't enable this functionality

**Tap** SCAN BARCODE

To start scanning the barcode, the black screen will disappear and your camera function will be enable.

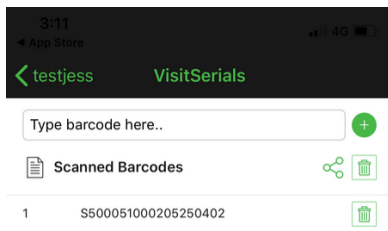
**Hover** your devices to the bar code



When you hover your smart devices on the top of the barcode, the system will automatically detect and capture your device's serial number along with the photo of the actual barcode.

**Tap** OK

# Captured Barcode



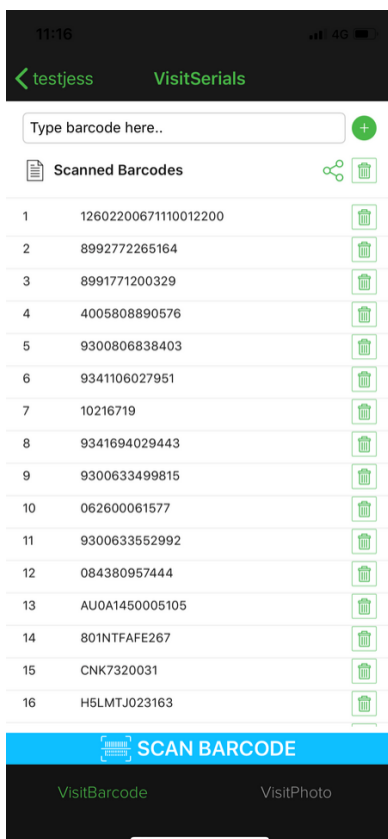
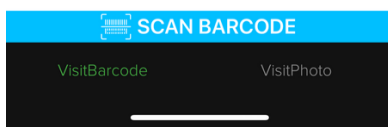
The captured barcode will appear on the list.

Tap 

To delete the scanned barcode.

Tap 

to scan the new barcode. Repeat the step on page 15b to 16



If you need to capture 20 serial numbers, please repeat this step accordingly.

Tap 

To go back to the checklist.

# Access the photo of Captured Barcode



The Greenbot system capture photo for every barcode you capture.

Tap **VisitPhoto**

To visit photo of your capture barcode.

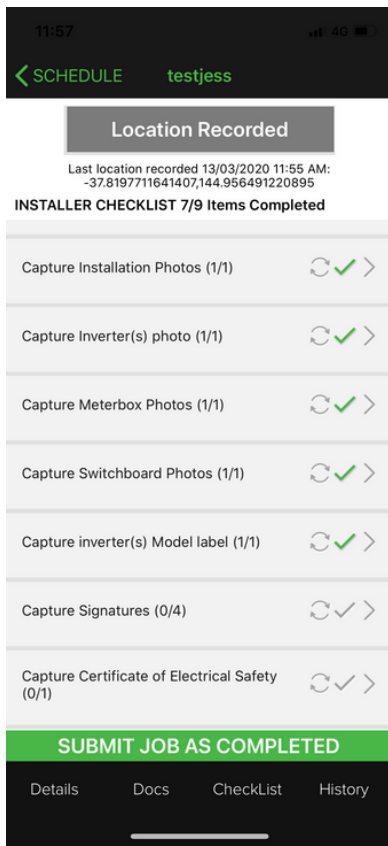
**Tap photo thumbnail and hold**

To share or to delete your selected photo.

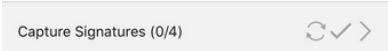

Tap **< testjess**

To go back to the checklist.

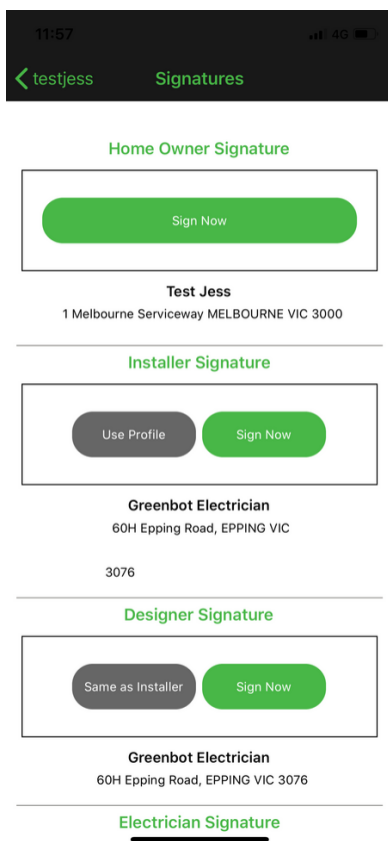
# Capture Signatures



Greenbot also able to capture signature digitally for your convenience.

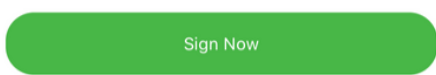
**Tap**  Capture Signatures (0/4)  

To start capturing the signature.



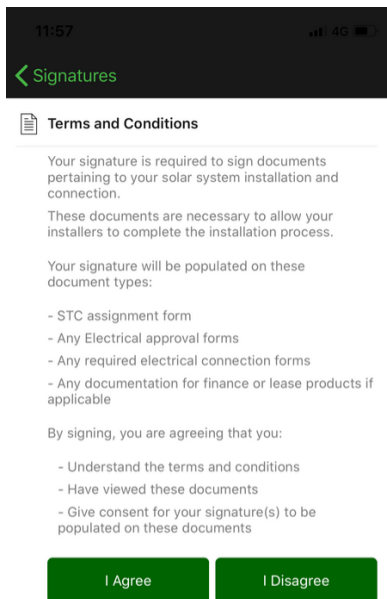
The system will ask to capture 4 signatures:

- Homeowner
- Installer
- Designer
- Electrician

**Tap**  Sign Now

to get Greenbot digital the signature pad

# Capture Signatures



11:57 4G

< Signatures

**Terms and Conditions**

Your signature is required to sign documents pertaining to your solar system installation and connection.

These documents are necessary to allow your installers to complete the installation process.

Your signature will be populated on these document types:

- STC assignment form
- Any Electrical approval forms
- Any required electrical connection forms
- Any documentation for finance or lease products if applicable

By signing, you are agreeing that you:

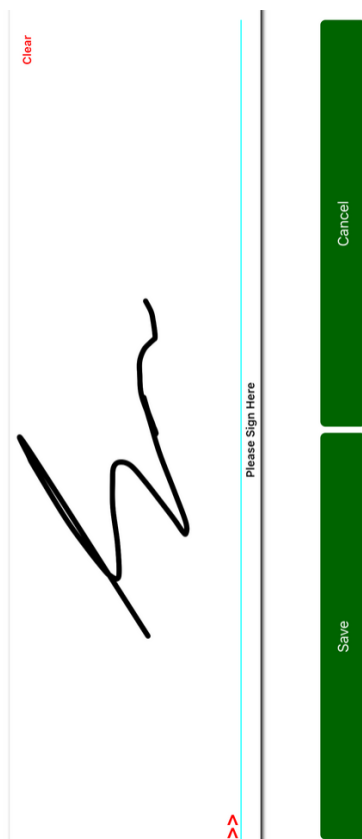
- Understand the terms and conditions
- Have viewed these documents
- Give consent for your signature(s) to be populated on these documents

I Agree I Disagree

Before you get the signature pad, there is a terms and conditions that you have to agree on. Please read it properly.

Tap 

If you are agreeing on our terms and conditions.



Clear

Please Sign Here

Cancel

Save

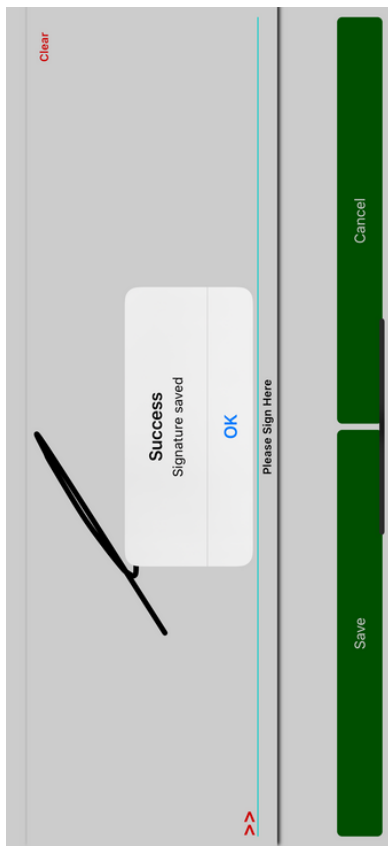
After agreeing to the terms and conditions. The signature pad will appear on the landscape position.

Please sign on the designated area.


Tap 

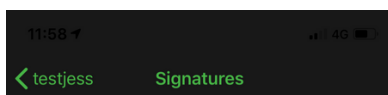
To save your signature

# Capture Signatures



The system will give you the confirmation message when you signature is saved.


**Tap**  To acknowledge the message.



If you have your signature on your Greenbot profile and you want to use it here.

Home Owner Signature

Sign Now



**Test Jess**  
1 Melbourne Serviceway MELBOURNE VIC 3000  
-37.8197711641407,144.956491220895

---

Installer Signature

Use Profile Sign Now


**Greenbot Electrician**  
60H Epping Road, EPPING VIC  
3076

---

Designer Signature

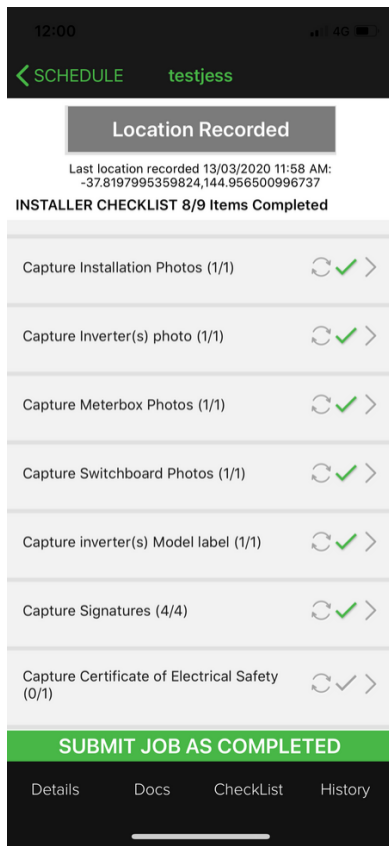
Same as Installer Sign Now

**Greenbot Electrician**

**Tap** 

To used your pre-saved signature on your profile

# Handwritten - Certificate of Electrical Safety



There is form that you need to fill in order to finish this task. 2 ways to fill the form:

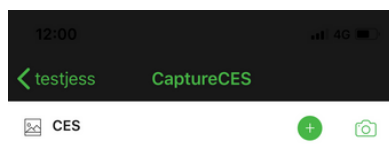
1. By Hand
2. Digitally

If you already filled out the form by hand

**Tap**

Capture Certificate of Electrical Safety (0/1)

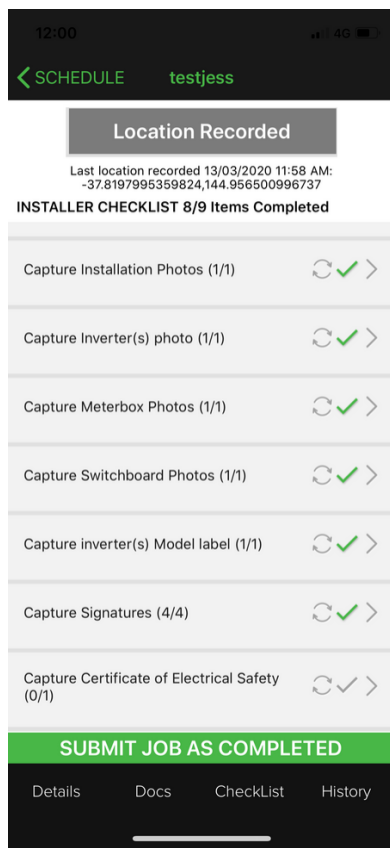
To upload the photo of your hand-written filled Certificate of Electrical Safety (CES)



Upload your CES photo through the step on the page 10a to 14a



# Digitally - Certificate of Electrical Safety



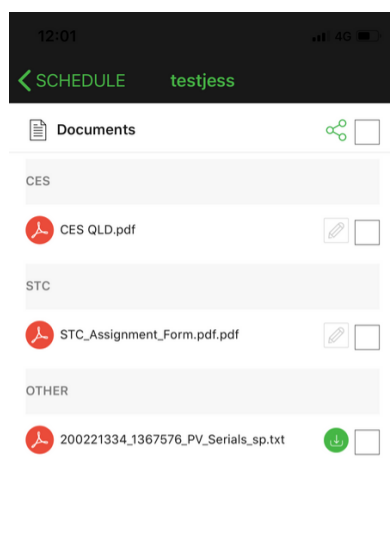
If your Solar retailer already populate an electronic Certificate Electrical of Safety (CES) form OR if homeowner want to view STC form.

You can access it through:

Tap

Docs

You can find the button on the bottom of the screen



Tap

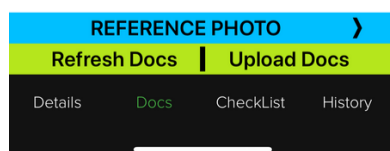
To edit the document on your smart device.

If for some reason, the document that you are looking for is not there.

Tap

Refresh Docs

To refresh the page.



# Digitally - Certificate of Electrical Safety



The form is editable. Some of the information has been auto populated for you.

After you finish fill our every details of this form, please sign this form by:

Tap



You can locate this box on the bottom of the form.

A screenshot of a 'CERTIFICATE OF: TESTING AND COMPLIANCE' form. The form is titled 'CERTIFICATE OF: TESTING AND COMPLIANCE' and 'TESTING AND SAFETY'. It includes fields for 'Name', 'Address', 'Date of test', and 'Electrical contractor licence number'. There are checkboxes for 'Completed PV system installation', 'Checked and commissioned', 'The installation and commissioning of a grid connected SGU has been completed in compliance with the standards', and 'Solar system details'. At the bottom, there are fields for 'Name', 'Signature', and 'Date'.A screenshot of the testjess app interface. A 'Draw Signature' pop-up form is displayed over the main form. The pop-up form has fields for 'First Name', 'Last Name', 'Mobile Number', and 'Email'. It also has a 'Draw Signature' button and a 'Clear Signature' button. The background form is partially visible, showing fields for 'Installation Date', 'First Name', 'Last Name', 'Mobile Number', 'Email', 'Address', 'Date', 'Name', 'Signature', and 'Date'.

Once you tap the signature box at the end of the form, a pop up form will appear, it will asked you to fill out:

- First Name
- Last Name
- Mobile Number
- Email

Finally you can sign on the designated box

A rectangular box with a thin border. Inside the box, there is a horizontal line. Below the box, there is a button labeled 'Clear Signature'.

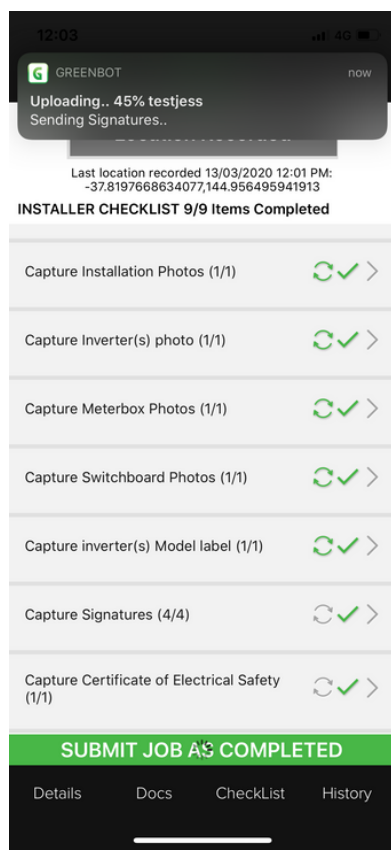
If you already finished editing the form

Tap



to save all the changes that has been made.

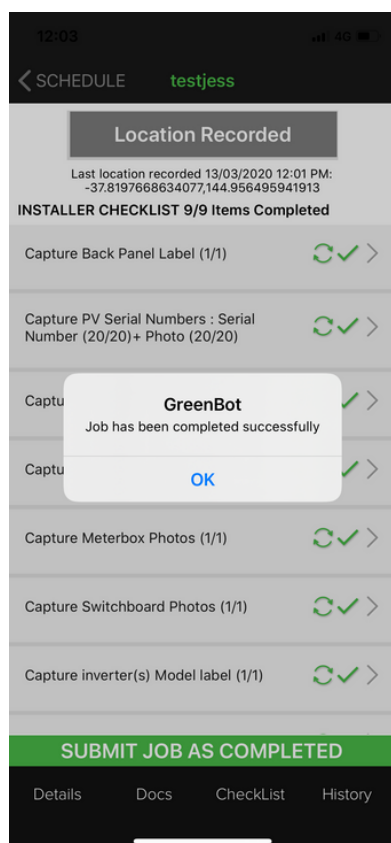
# Uploading the Completed Job



If you already completed the checklist, that's mean that you job is ready to be submitted.

Tap **SUBMIT JOB AS COMPLETED**

This button will initiate uploading process for all the information that you just been captured to Greenbot.



Once the uploading process is completed, the confirmation message will pop.

Tap **OK**  
To acknowledge the message.

Well done! Now your job to capture the information is done.