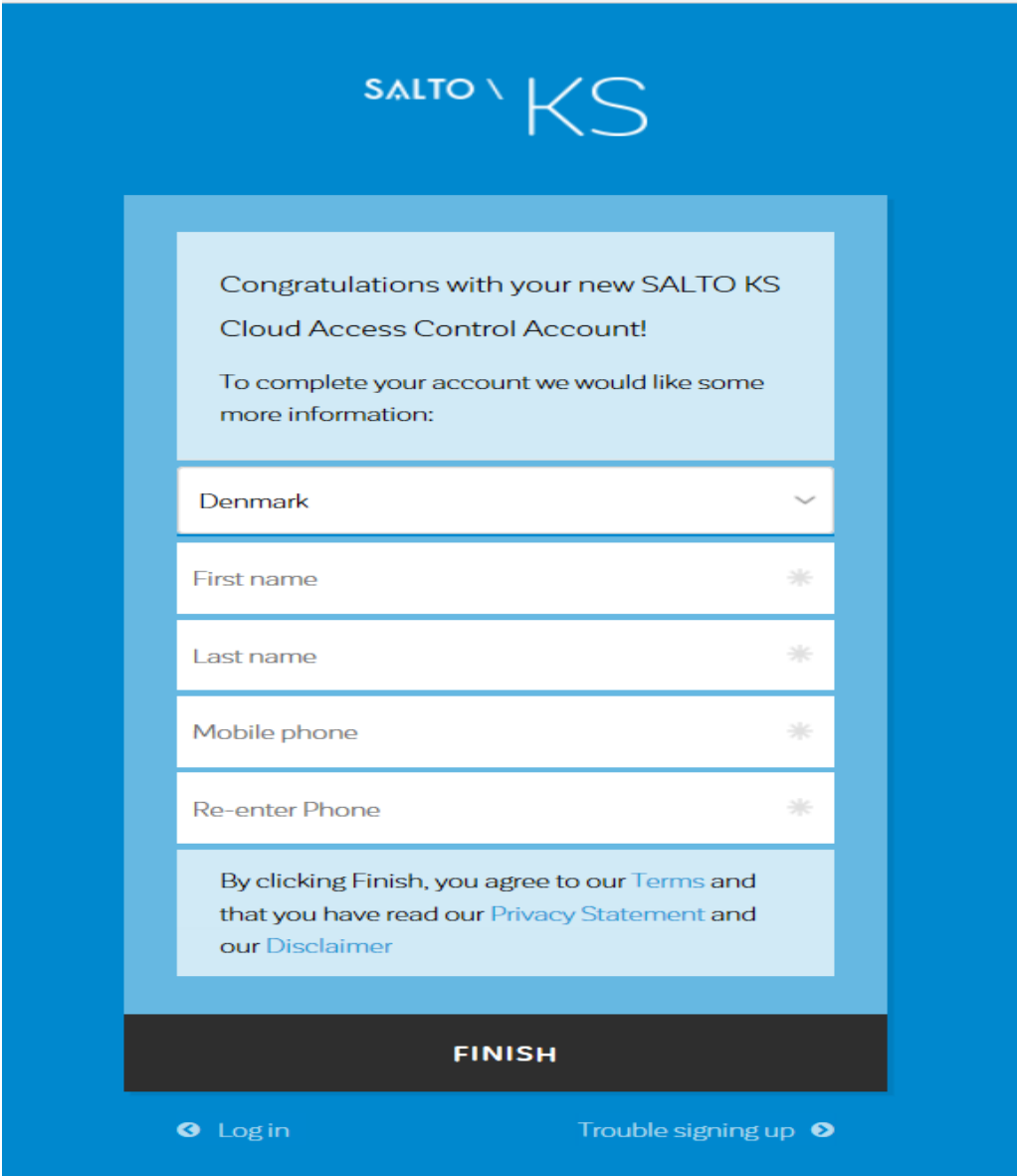


Sign up as Salto KS user

NOTE: The following steps must be made on a PC.

1. You will receive an email from Salto Key as a Service, where you will be invited by Kollegiernes Kontor to use Salto KS

Open email and press the link.



The screenshot shows a web form for creating a Salto KS account. The form is set against a blue background with the 'SALTO \ KS' logo at the top. The main content area is a light blue box containing the following text and fields:

Congratulations with your new SALTO KS Cloud Access Control Account!

To complete your account we would like some more information:

- A dropdown menu for country, currently set to 'Denmark'.
- Text input fields for 'First name', 'Last name', 'Mobile phone', and 'Re-enter Phone', each with an asterisk indicating a required field.

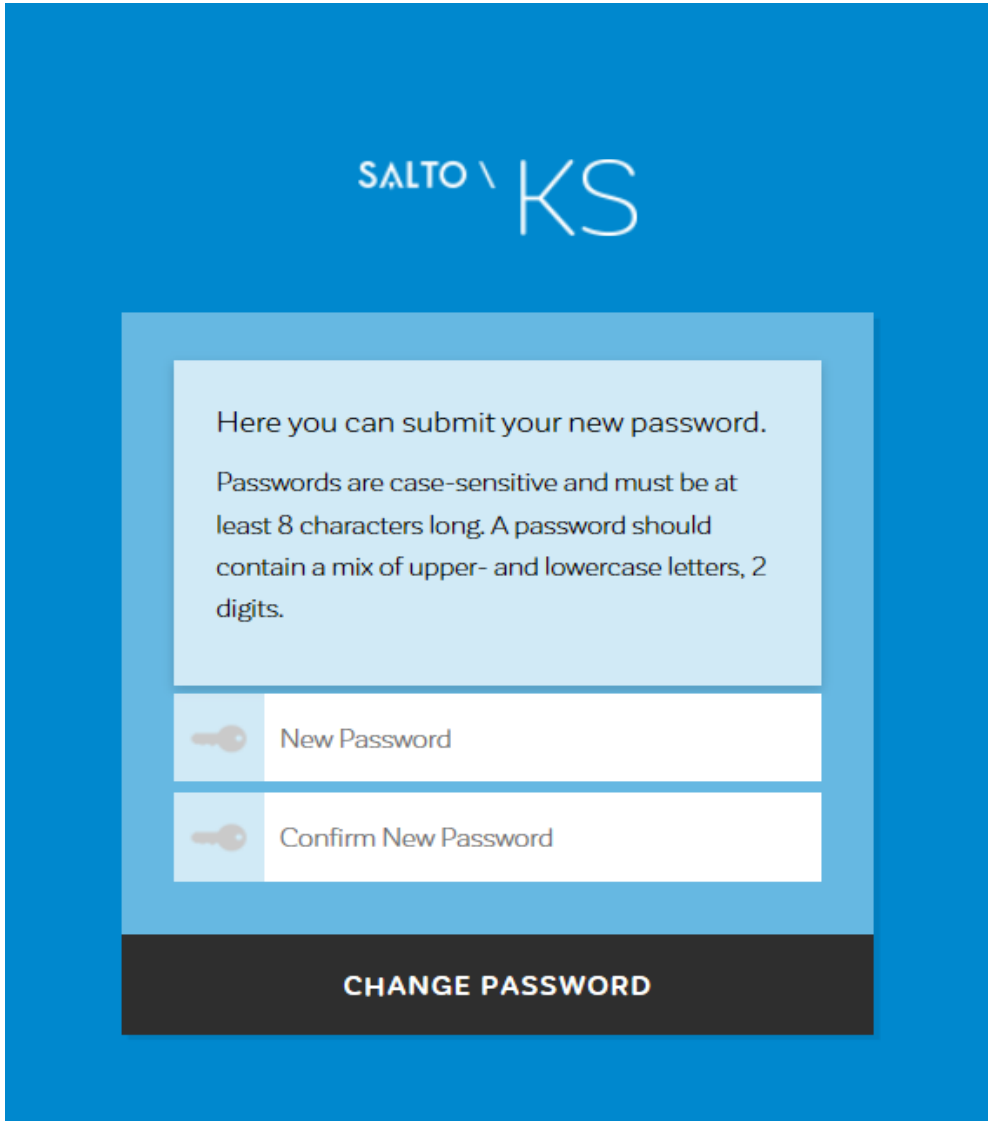
Below the fields, there is a disclaimer: 'By clicking Finish, you agree to our [Terms](#) and that you have read our [Privacy Statement](#) and our [Disclaimer](#)'.

A large black button with the text 'FINISH' is positioned at the bottom of the form area.

At the very bottom of the page, there are two links: 'Login' with a left-pointing arrow and 'Trouble signing up' with a right-pointing arrow.

Fill out the form with name and mobile number and press finish.

Enter a new password - one that you can remember; o)
Press Change Password



The screenshot shows a web interface for changing a password. At the top, the logo "SALTO \ KS" is displayed in white on a blue background. Below the logo, a light blue box contains the following text: "Here you can submit your new password. Passwords are case-sensitive and must be at least 8 characters long. A password should contain a mix of upper- and lowercase letters, 2 digits." Below this text are two input fields, each with a key icon on the left. The first field is labeled "New Password" and the second is labeled "Confirm New Password". At the bottom of the form is a black button with the text "CHANGE PASSWORD" in white.

You are now signed up for Salto KS.
REMEMBER to close the browser.

Step 2

NOTE: The following steps must be made on the smartphone.

Download the app Salto KS in  

Open the app and log in with your email and password.

Once logged in, go to the IQ symbol in the app



Ingen låse at vise

Vi kan ikke se nogen låse endnu, så gå til home.saltoks.com og tilføj nye låse til dit sted.



Click on the green field to choose your block/staircase.

And follow the instructions on the screen.

For instance

IQs
Kollegiernes Kontor

 **KONFIGURER NY IQ**

 Opgang A-B-C-D
Aktiveret - PINKODE gemt

