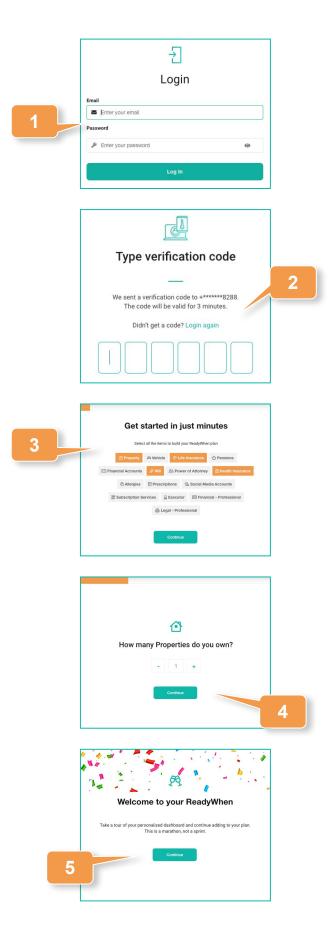# READYWHEN

QuickStart Guide

Getting Started

February 2022

Logging in and Onboarding

1. Login to the ReadyWhen application at: https://app.readywhen.ca

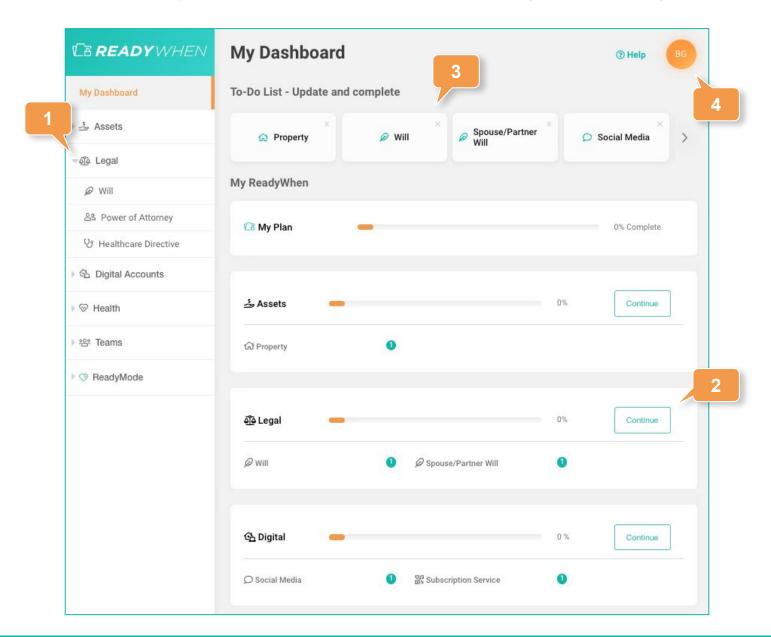2. When prompted, enter the verification code sent to your mobile device.

After your first login, the Onboarding Guide will appear.

3. Select the items you would like to add to your ReadyWhen plan and click **Continue**.

4. Identify the amount of each item you would like to add and click **Continue**.

5. Click **Continue** to finish the Onboarding process.

Navigating ReadyWhen

1. Navigate the site by clicking the drop down arrows on the left hand menu and selecting the page you'd like to visit.

2. Alternatively, click **Continue** in the appropriate area of your dashboard to go to that sections overview page.

3. Items identified during the Onboarding Guide can be accessed and completed from the **To Do** section at the top of the dashboard.

4. Use the profile area in the top right corner to **edit your account details**, **change your password**, **relaunch the onboarding tool** and/or **log out**.

Contact Support

The ReadyWhen Support Team is available to assist if needed. Contact us at:

T: +1.855.908.5292

E: support@readywhen.ca

W: https://readywhen.com/support