

DOWNLOADING THE CEAS MOBILE VERIFICATION APPLICATION

The CEAS Mobile App can be downloaded free of charge from the Apple and Android public app stores. Search “CEAS Mobile” or scan the QR codes below.



USING THE CEAS MOBILE VERIFICATION APPLICATION

I. Opening the CEAS Mobile Verification App

Tap the CEAS App icon on your smartphone to open the Home Screen

1. Tap “Scan-in access card” to verify a CEAS Card
2. Tap “Scan-out access card” to record a credential holder leaving the area.
3. Tap “Manual verification” to manually enter a CEAS ID number
4. Tap “Instructions” to open user’s guide

II. To Validate/Scan a CEAS Card

1. Tap “Scan-in access card” (the device’s camera will turn on)
2. Hold the card you wish to validate about 8” from the device’s camera,
3. The device will automatically read and perform a validation scan
4. The device will return either a **“VALID”** or **“INVALID”** response

III. Valid Responses

1. Will indicate in “Green” and show the cardholders image and information on the screen

IV. Invalid Responses

1. **“Card Expired”** - Officer may confiscate card and deny access
2. **“Re-Scan or Manually Re-enter ID Number”** – Card did not scan properly or has been revoked.
 - a) **To Manually Enter a CEAS ID Number**

Return to Home Screen (tap the back arrow “<” in the upper left corner of the screen)

 - i. Tap **“Manual Verification”**
 - ii. Locate CEAS Identifier in the lower right corner of card, just above the CEAS logo
 - iii. Type the number into the CEAS Identifier box
3. If Card continues to come up **“Invalid”** officer may confiscate card and deny access

V. Validating a Credential Without a Data Connection

If the app is unable to verify a card due lack of a network connection the screen will indicate “yellow”. Cards should be visually inspected to verify. Tap the **“How to Visually Verify”** button for further instructions.

The CEAS App will store the scanned card information until a network connection is available. Scans will automatically upload to the server and not remain on the device.