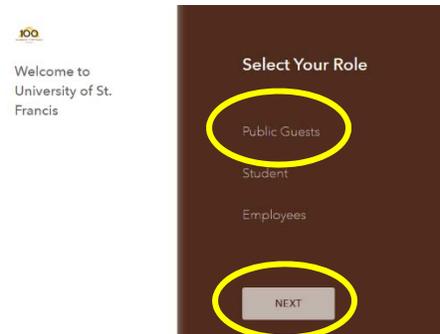




Creating Your “Public Guest” Involvio Account at safereopen.stfrancis.edu

- 1) Visit safereopen.stfrancis.edu.
- 2) On the “Select Your Role” page, select “Public Guests” and click the “Next” button.



- 3) Click on “Sign Up with Email”.



- 4) Create your account by entering the requested information, including your personal email account and a password that you will use for your Involvio account, and then click the "Send Verification Email" button.

100
Welcome to
University of St.
Francis

Create Your Account

First Name
Last Name
Email
Password
Re-type Password

SEND VERIFICATION EMAIL

- 5) Check your email account for an email from the University of St. Francis. The email will contain a 6-digit verification code. Enter that code on the account creation page and click the "Next" button.

100
Welcome to
University of St.
Francis

Check your email! We just sent you a 6-digit confirmation code.

Enter Verification Code
RESEND CODE

NEXT

- 6) Click the link to "Accept & Continue".

100
Welcome to
University of St.
Francis

involvio

This app is produced by Involvio. By using this app you agree to Involvio's [Terms of Service](#) & [Privacy Policy](#).

ACCEPT & CONTINUE

- 7) On the "Welcome to the USF App" page, click the "Next" button. Then on the "Create Your Account" page, click the words "Setup Your Profile".



Welcome to
University of St.
Francis

Create Your Account

Setup Your Profile

Connect Your Calendar

- 8) Your name will already appear on your profile page, so all you will need to do now is confirm your birthdate and gender (optional) and then click the "Continue" button (Note – you may disregard the "About Me" and "Connect" options for social media).

Jul 4, 1970

Not specified

About Me



CONTINUE

- 9) On the "Create Your Account" screen, simply click "Finish Later" (you do not need to complete the "Connect Your Calendar" step).



Welcome to
University of St.
Francis

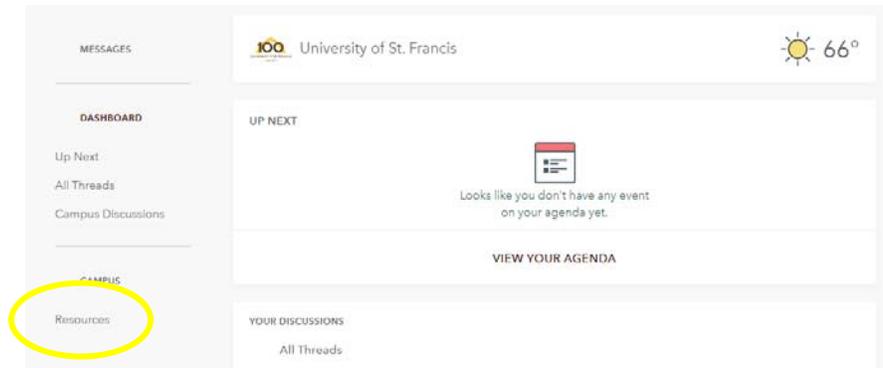
Create Your Account

Setup Your Profile

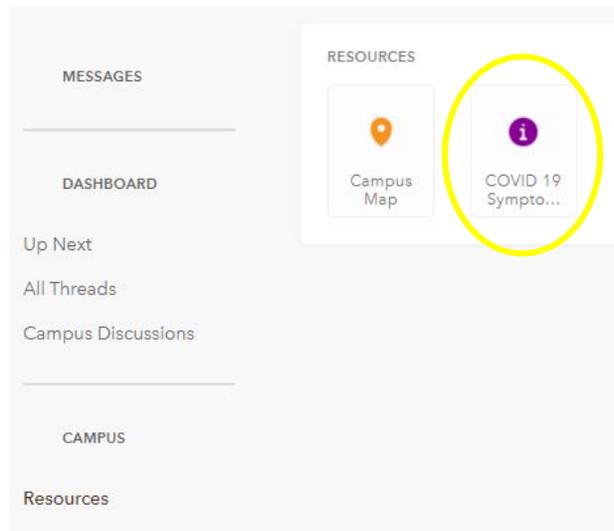
Connect Your Calendar

FINISH LATER

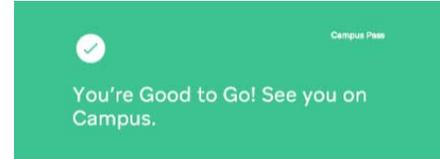
10) Your account setup is now complete. Now all that is left is to click on the "Resources" link on the left side of the page.



11) Select the "COVID 19 Symptom Screening", answer the questions on the screen that follows, and then click the "Submit" button.



12) Shortly after completing the "COVID 19 Symptom Screening" you will receive an email from the University of St. Francis that includes your digital Campus Pass. If your pass is GREEN (see to the right), please be prepared to present this digital pass when you arrive on campus. If after submitting your responses you receive an email with a RED pass, we ask that you refrain from visiting campus at this time and encourage you to contact your healthcare provider for more information.



Issued on August 18 at 8:54 AM
Expires at August 18 at 11:59 PM

 University of St. Francis

That it! You're all set! Moving forward and for future visits to campus, simply:

- 1) Visit safereopen.stfrancis.edu.
- 2) Select "Public Guests" and click the "Next" button.
- 3) Select "Sign In With Email" (since you already have an account).
- 4) Enter your email and password and click the "Next" button.
- 5) Click on the "resources" link on the left side of the page and complete the "COVID 19 Symptom Screener".
- 6) If your pass is green (see below), please be prepared to present this digital pass when you arrive on campus. If your pass is red, we ask that you refrain from visiting campus at this time and encourage you to contact your healthcare provider for more information.