

Getting Started with Doccla

Once you've been invited to join the Doccla service, follow these simple steps to get started:

Receive Your Invitation

You will receive a text message containing:

- A link to download the Doccla app
- Your username and temporary password

Download the App

Click the link in the text message to download the Doccla app on your smartphone or tablet.

Follow your device's instructions to complete the installation.

Login to the App

Open the app and:

- Enter the username and temporary password from your invitation text
- (Optional) Tick the 'Remember Me' box if you prefer to stay logged in on your device
- Tap Login

Change Your Password

On your first login, you'll be prompted to create a new password. This is a one-time setup to ensure your account is secure.

You're All Set

You now have access to the Doccla app and can begin using the service as instructed.

Hello Joe, Welcome to Doccla.
First, write down your login details needed later.

Username: 141607

Password: Your 'initials' from your first and last name (lowercase) followed by your 'Date of Birth' (DDMMYYYY) e.g. rj15041983.

Click on the link below to download the app: <https://doccla.app.link/install>

Then, click on the link below and watch the video: <https://doccla.app.link/e/learn>

If you need help call: **0808 175 0832**