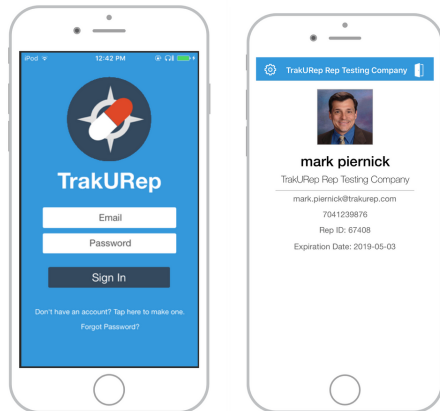


# Quick Guide For Rep

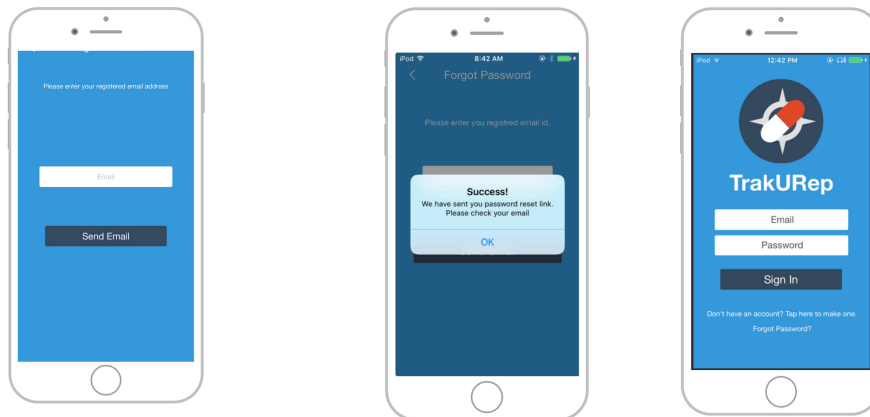
1.



## TrakURep™ Login

~ When you log in, you will see your picture, phone number, rep id#, and expiration date

2.

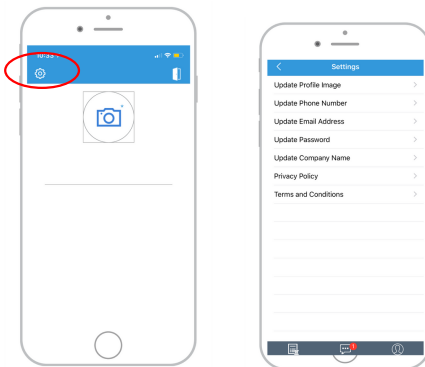


## Forgot Password

You will receive and go to your emails, open the message, follow the instructions, and "click here". If you don't see the email, please check your spam/junk inbox.

1. Log back into a Rep account using the new password and you'll be at the profile screen.

3.



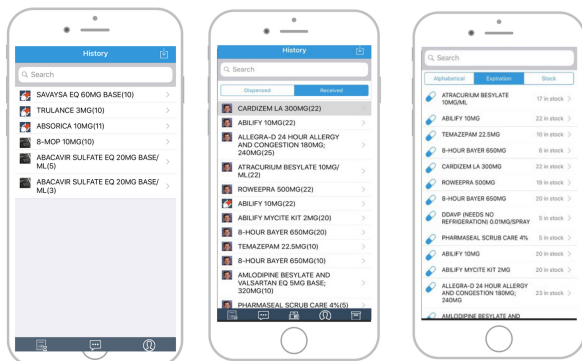
## Settings

1. To change the Profile Image, press "Update Profile Image"
2. Profile Image "Press the Settings button and you should see the above screen."
3. To change information, go through the prompts for email, photo, etc.

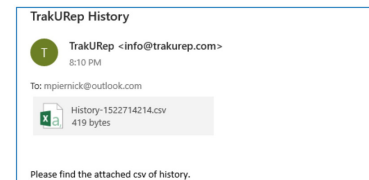
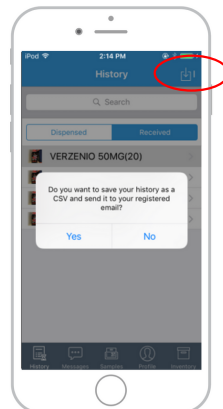


*This Guide is a reference tool for Reps to use for TrakURep™ on your iOS device. For more information, please go to our website, [www.trakurep.com](http://www.trakurep.com).*

4.



5.



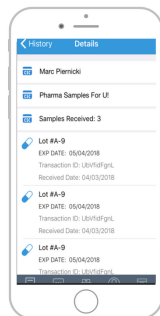
## History

List of all drugs with the respective dosage, and quantity the Rep has received into clinics.

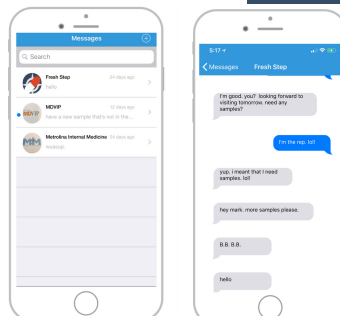
## Report Feature

It's an export of the History data. When the export icon is pressed, the rep will get an email CVS file in an excel spreadsheet report containing: sample name & strength, quantity received, expiration date, transaction id#, lot #, company name and date.

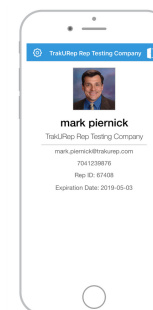
6.



7.



8.



## Detail Screen

Contains additional information about the sample to include:

- Company name
- Transaction ID (Rep to clinic inventory)
- Lot # of the drug
- Transaction date the drug was received by a clinic

## Messages

- List messages with the clinics
- When the (+) icon is pressed, it will show a list of all Clinics enrolled in TrakURep.
- If a message is waiting you will see a blue dot next to the clinic as well as a red dot in the corner of the message icon

## Profile

Quick view of the credentials of the respective Representative, such as:

- Name and picture
- Company whom he/she represents
- Email address, Phone number
- Their respective Rep D #
- Expiration of the TrakURep license