


Subject: Instructions to Access the TradeSchool Mobile App

To Field: <<Main Email>>

Hello <<Name First>>,

Please download the **TradeSchool Mobile App** from the App Store.

Once downloaded, follow these steps:

1. **Select:** Your training Center
2. **Log in** using your main email address: <<Main Email>>
3. If this is your first time logging in, choose **Reset Password**.
 -  **Do NOT** select **Create New Account**.
4. After logging in, you can:
 - Enter your work hours
 - View your classes
 - Receive important notifications from the office staff

Thank you,
[Your Name/Office Name]