Before Getting Started

Things to know

- [Download the VuSpex GO app](#) to your phone.

- Create a VuSpex Contractor account.

  - From the [VuSpex GO app](#)

Get VuSpex GO on your device

iOS (iPhone, iPad)

- Tap the App Store icon
- Search for '**VuSpex GO**'
- Tap the GET button

Android (Smartphone)

- Tap the Play Store icon
- Search for '**VuSpex GO**'
- Tap the Install button

Use the app store on your phone to get the app.

App Store icon

Google Play Store icon

Not sure how to do this?

- Talk to your IT Department or have a technical person help you.

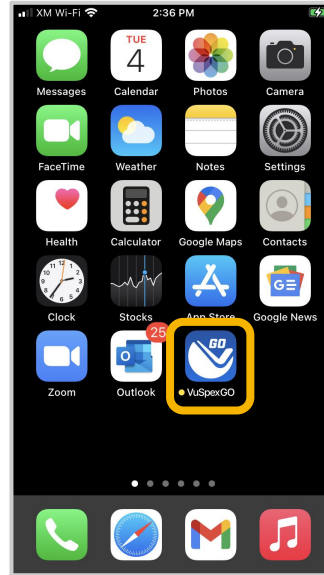# Sign in

1. Launch the VuSpex GO app
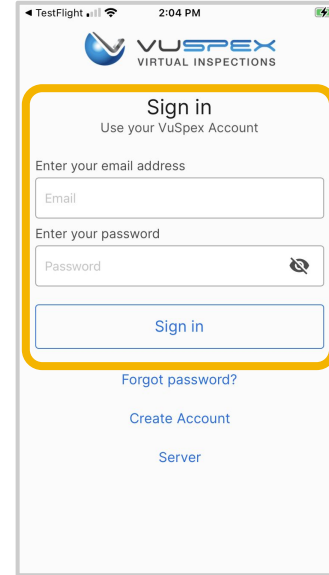
- Tap the icon

2. Sign-in

- Enter your VuSpex Contractor account credentials. Same as the VuSpex APP.
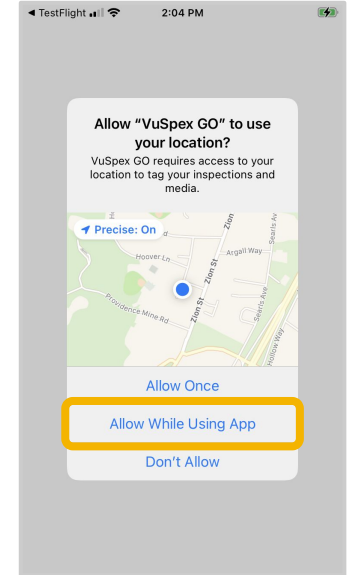
3. Allow permissions

- Tap 'Allow While Using App'

1. Launch App

2. Sign in

3. Allow permissions

Create an Account

If you do not already have a VuSpex Contractor Account:

- Tap 'Create Account'

- Follow the steps to create a new account

- Sign in

Forgot password?
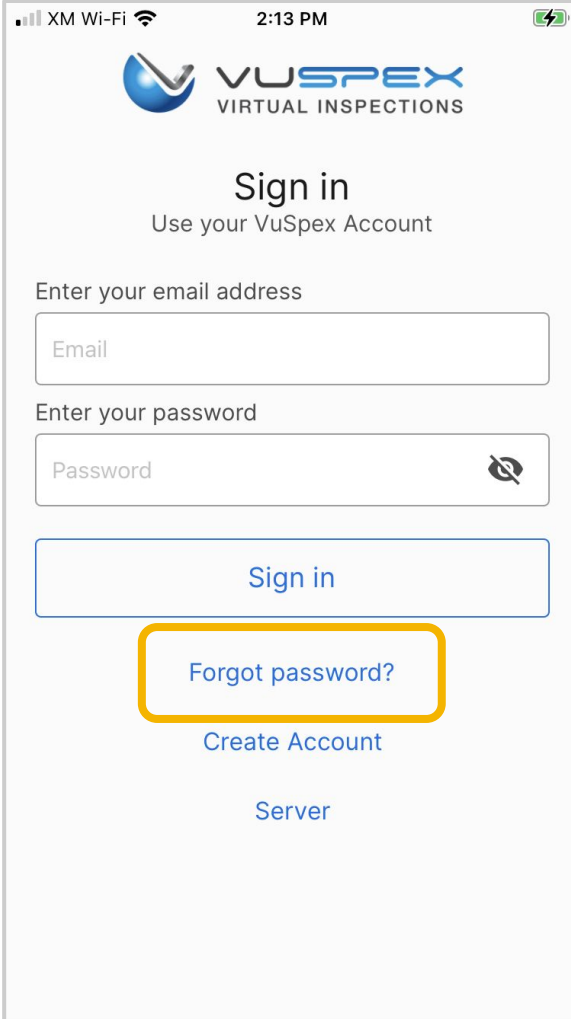
If you have a VuSpex Contractor Account, but forgot your password:

- Tap 'Forgot password'
- Enter the phone number for your VuSpex Account
- Enter the 'One time code'
- Enter the new password
- Confirm the password
- Tap 'Reset Password'
- Sign in

Offline Field Report (OFR)

Send inspection media to the Inspector at any time.

- Rural or congested areas with network connection issues
- Limited or no internet connection at the inspection site.

*Note: Your Permit number is required to send a Field Report*

A variation of a virtual inspection that does not require an Inspector's real-time participation. The Contractor independently submits a form containing inspection media.

An inspection report is automatically generated and uploaded to the permit record for the Inspector to review and result the virtual inspection.

Create a New Field Report

On the Main Menu

- Tap the **'New Field Report'** button at the inspection location.
- Note: Your **Permit number** is required to send a Field Report.
- You must take photos & videos with the GO app for guaranteed GPS verification.

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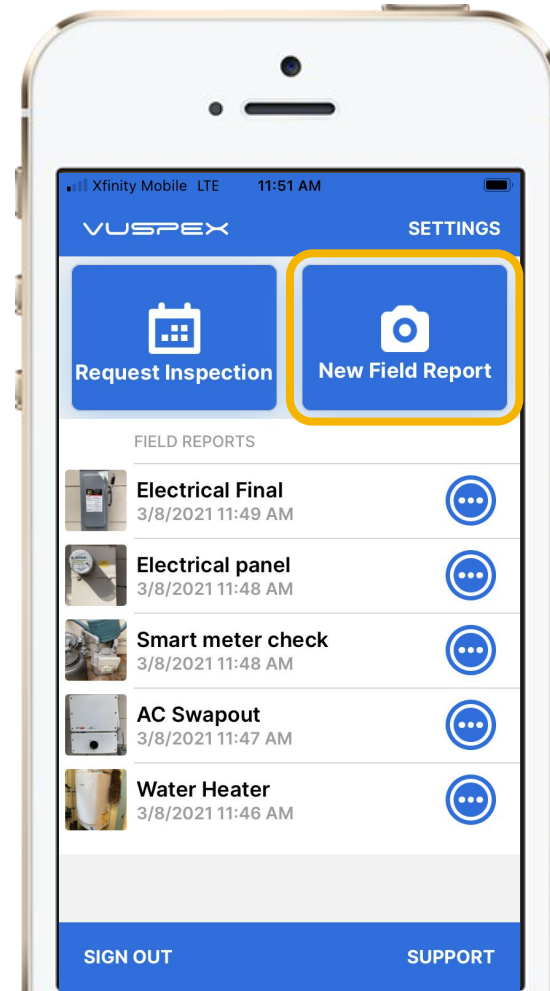
Offline Field Report (OFR)

Fill out the step-by-step form

Step 1 - MEDIA: Add photos & videos with comments.

Step 2 - COMMENT: Add a description.

Step 3 - PERMIT: Agency, permit, & inspection type.

Step 4 - SAVE: Finalizing the report locks it from being edited. Then send the Field Report to the Inspector when you have a good internet connection.
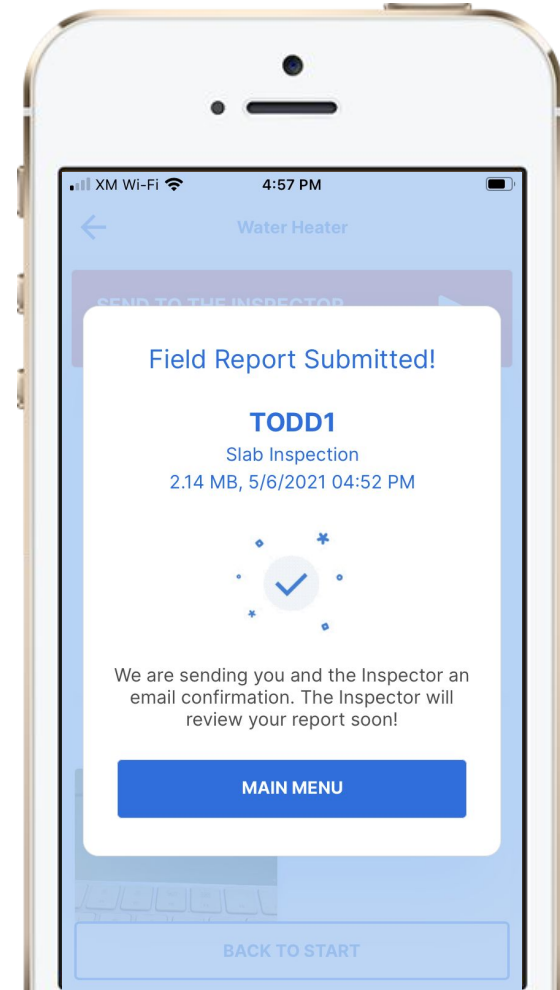

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Field Report

How-To Basics

- Ask your Inspector about Offline Field Reports

- Works for many inspection types

- Automatically saves as you go

- Begin the report without an internet connection

- Your permit number is required to send

- Send the report at a location with a good cellular or WiFi internet connection

Saved Field Report Status

Field Reports are saved and listed on the Main Menu
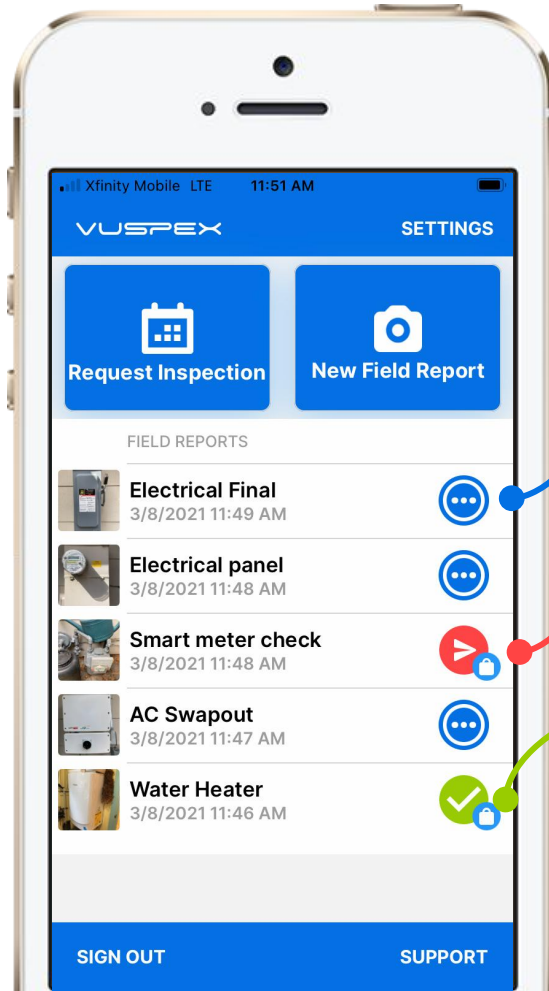
Blue dots icon: Saved work-in-progress. Can be edited.

Red send icon: Saved and finalized but has not been sent to the Inspector yet. Cannot be edited.

Green check icon: Saved and finalized and sent to the Inspector. Good to go!

Field Report Summary

Automatically notifies and uploads to the Inspector

- PDF format
- GPS coordinate verification
- Date and timestamp
- Permit information
- Inspection type
- Inspector information
- Inspection Media: Photos, video links, comments
- Stored in VuSpex CLOUD

Inspection Summary Report

Inspection ID:	13683
Assigned Inspector:	Todd Wahoske
Permit:	TODD1
Inspection Type(s):	Submitted Garage Door
Contractor:	Jack Bell
Contractor Phone:	5305758455
Contractor Email:	testios@vuspex.info
Inspection Date:	2021-05-11 14:29:22
Permit Address:	800 Lindley Ave, Nevada City CA 95959
Comments:	Water heater

VUSPEX **SUPPORT - CONTACT**

MONDAY - FRIDAY

Hours: **8 AM to 5 PM PT**

Email: **support@vuspex.com**

Phone: **(844) 288-7739, ext. 2 Leave a detailed voicemail**

Online: **https://vuspex.com/support/ Visit our Support page**

VUSPEX **SUPPORT - LINKS**

VuSpex GO Support

https://vuspex.com/support/go/

FAQ (use the filter for 'GO')

https://vuspex.com/support/faq/

Troubleshooting

https://vuspex.com/support/troubleshooting/#go