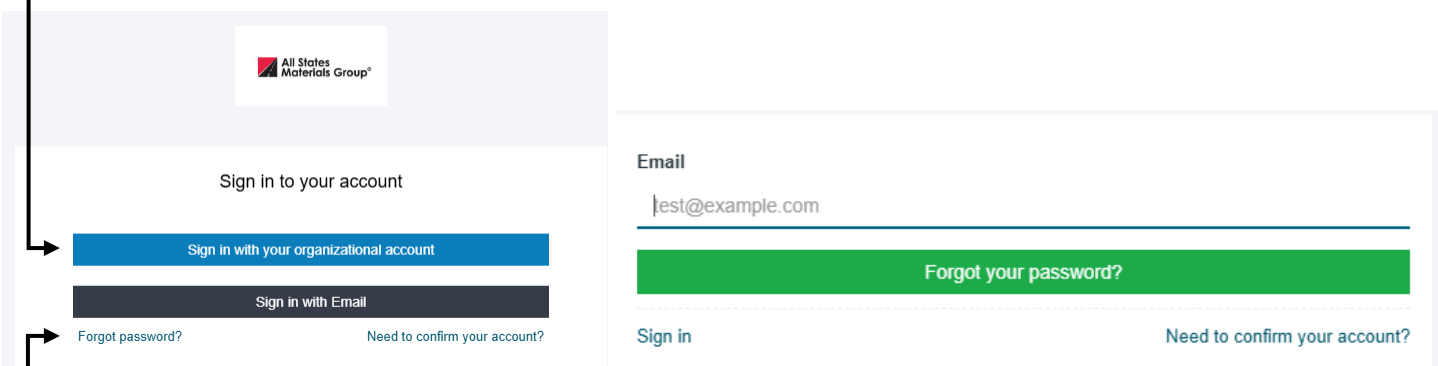


Logging into HSI – First Time



1. Click here: [HSI Website](#) or scan the QR code with your device’s camera.
2. Follow “A or “B” to log in:

A. If you have an ASMG email address, click “Sign in with your organizational account”.



The screenshot shows the HSI login interface. At the top left is the All States Materials Group logo. Below it, the text "Sign in to your account" is displayed. There are three main buttons: a blue button labeled "Sign in with your organizational account", a dark grey button labeled "Sign in with Email", and a green button labeled "Forgot your password?". Below these buttons are two links: "Forgot password?" and "Need to confirm your account?". At the bottom, there are two more buttons: "Sign in" and "Need to confirm your account?". A callout box on the left side of the page highlights the "Sign in with your organizational account" button with an arrow pointing to it.

B. If you don’t have an ASMG email address, click “Forgot password?”.

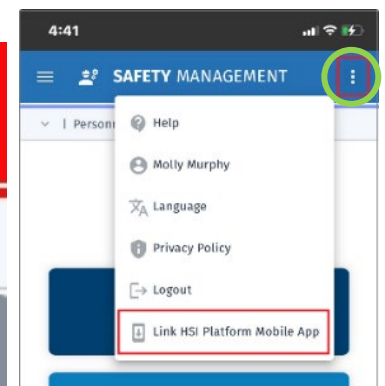
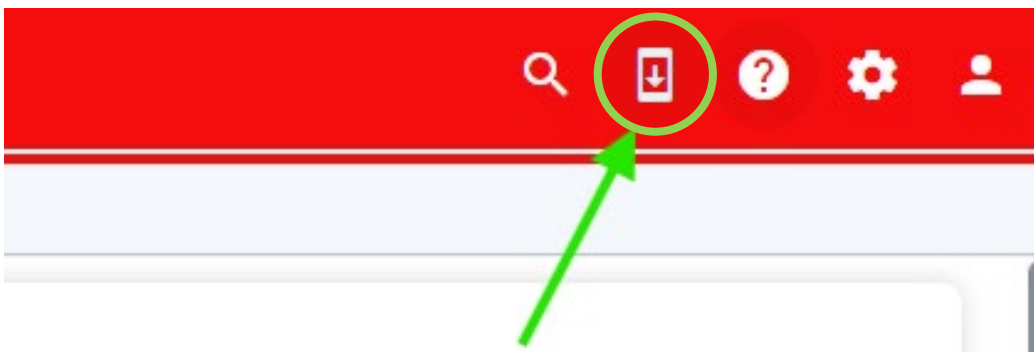
- i. Enter the personal email you provided to ASMG (the email where you receive your pay stub). You will receive an email from HSI to reset your password.
 - ii. Follow the link in the email and set your password. After you set your password, you will be able to login using the “Sign in with Email” button.
 - iii. Note: If/when you are assigned an ASMG email address, your HSI login will switch to your ASMG email address. You will be able to use the “Sign in with your organizational account” button. Your personal email address will no longer work.
3. If you are using a computer, you are ready to use the system. If you are using a tablet or phone, follow the instructions on the following page for setting up the app.

Connecting the Mobile App

IMPORTANT: Do not open the HSI app until you have followed the steps to connect it. If the app is open in the background when you try to connect it, you will only see a blank screen. Swipe up from the bottom of your screen and close out the HSI app before following these instructions.

1. Installing the mobile app:

- A. **If you have an ASMG-managed tablet**, the HSI mobile app is already installed. You need to connect the app to the ASMG HSI site for the app to function (Step 2 below).
- B. **If you are using a cell phone**, follow the HSI mobile app installation instructions on the following page.



2. Connecting the app:

- i. After you log in to the website, select the button “Link HSI Platform Mobile App”.
- ii. On a tablet it should appear in the header ribbon as a phone with a downward arrow, but on phones you will need to select the three dots icon, then select the icon from the dropdown menu.

- iii. A popup will appear saying “Open in HSI Platform?” Select “Yes”. The app will launch. You may be prompted to log into your account again.
- iv. The mobile app will then be connected and ready to use.

Installing the Mobile App

1. iOS Install:

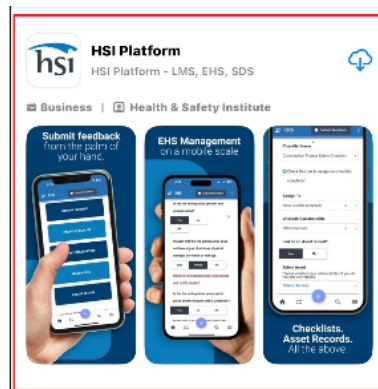
- A. Search “HSI Platform” on the App Store.

or

- B. Click the link: [HSI Platform Apple Link](#)

or

- C. Scan QR Code with your device camera



2. Android Install:

- A. Search “HSI Platform on the Google Play Store.

or

- B. Click the link: [HSI Platform Android Link](#)

or

- C. Scan QR Code with your device camera

