

ResiLoop Collector Mobile App User Guide

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1. Getting Started

App Installation

- Download the ResiLoop Collector app from:
- Apple App Store (for iOS devices)
- Google Play Store (for Android devices)

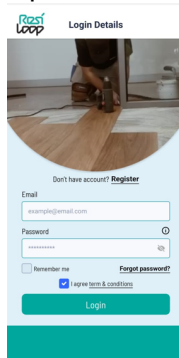
Registration

You can register through:

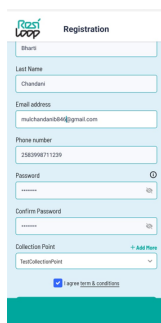
- The mobile app
- A ResiLoop administrator
- Online via <https://portal.resiloop.org.au/register>

Registration through Mobile App

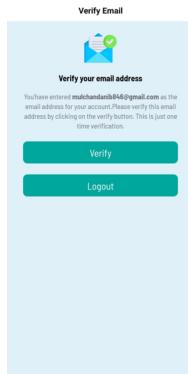
1. Open Resiloop app and click on Register



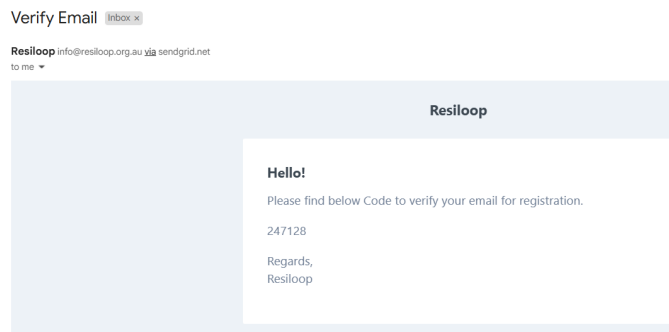
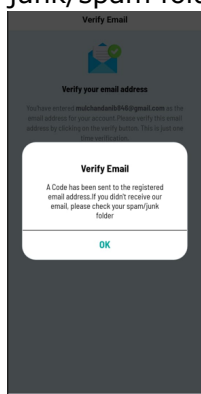
2. Fill in registration form,
 - Enter valid email id and Password
 - Accept Terms & Conditions
 - Click on Register



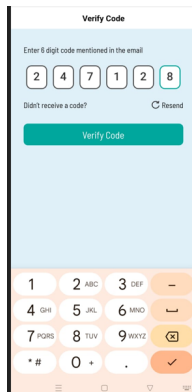
3. User will be navigated to verify your email address page, click on Verify button.



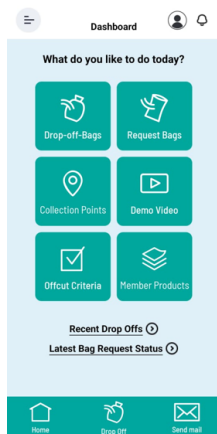
4. User will be navigated to Verify Code page in app and he will receive email on registered email address, if he is not getting email in Inbox, he should check junk/spam folder.



5. Fill in the OTP from email into Verify code page and click on Verify Code.

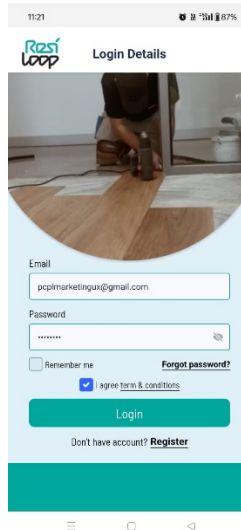
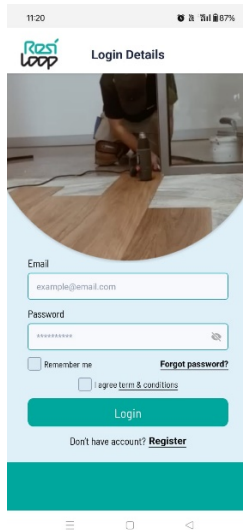


6. User will be navigated to Dashboard in app.



Login

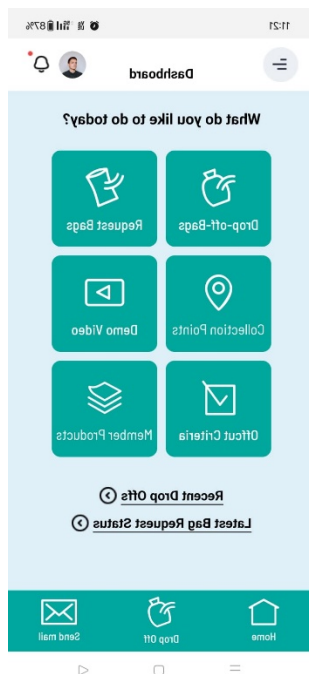
1. Open the ResiLoop Collector app
2. Enter your registered email address
3. Enter your password. Your password must contain xx letters etc
4. Tap the "Login" button



2. Understanding the Dashboard

After logging in, you'll see the main dashboard which provides quick access to:

- Drop Offcut Bags
- Request More Bags
- View Collection Points
- Watch a Demo Video on how to collect and drop offcuts
- Check offcut criteria
- View our list of Members
- View Recent drop-offs
- View Latest bag request status
- View Notifications
- Send an email
- Access the Navigation menu



3. Managing Waste Drop-offs

To log an Offcut, drop off at a Registered Collection Point:

1. Tap "Drop-off Bags" from the dashboard
2. Select the Collection Point where you're dropping offcuts Note that you can only drop offcuts to Collection Points that you are linked to (see Item xx for how to Link to Collection Point)
3. Choose the material type (LVT, HO, or HE)
4. Enter the number of bags you are dropping
5. Select the project type (Residential or Commercial) (Optional)
6. Enter the project details(Optional)
7. Upload up to 5 photos of the waste materials(Optional)
8. Review the information
9. Submit the drop-off
10. Check your offcuts and
 - confirm YES that your offcuts meet the criteria or
 - NO your offcuts do not meet the criteria, these bags cannot be dropped in the ResiLoop bin

Note: You can only drop off waste at Collection Points you're linked with.

The image displays four sequential screenshots of the ResiLoop mobile application interface for logging a waste drop-off.

- Screen 1: Bag Drop Off Details** - Shows a form to add multiple items. Each item has a material type dropdown (LVT, HO, HE) and a bag count input (0 to 5). It also includes a section for "Your Collection Point" with a dropdown menu and optional project information.
- Screen 2: Your Collection Point** - Shows the selected collection point and a dropdown for "Collection point Dropped off at". It includes a "Project Information (optional)" section and a "Notes" field.
- Screen 3: Offcut Criteria** - A checklist titled "Are Your Offcuts Compliant?". The criteria are: ResiLoop members products only, Material types are separated into HO, HE, LVT, Installation offcuts, left overs only, and Only Vinyl. Below the checklist are two red buttons: "NO Packaging, adhesive, accessories, metals" and "NO Rubbish". A "CONFIRM" section at the bottom has "No" and "Yes" buttons.
- Screen 4: Great Work** - A final screen with the ResiLoop logo and the text "Great Work For the planet today!".

4. Project Management

Collector can select Project for which he is dropping Off-cut, Project Information is optional.
If Project is created it will be available in drop down list and Collector can select it as shown below

Material: HE

Bags Count: 0

Your Collection Point

Collection point Dropped off at: Collection point

Project Information (optional)

Project: + Add Project

Project: wadhvani construction, TestProject

Collection Point:

Address: Project Location (Suburb, State)

Home Drop Off Send mail

If Project is not available Collector can create it by

- Clicking on Add Project
- New form will open
- Fill in all the details
- Click on Save

Add Project

Project Name: name

Collection Point: Collection point

Type: Residential Commercial

Site Contact Name: site contact name

Site Contact Number: site contact number

Address: address

Submit

Add Project

Project Name: wadhvani construction

Collection Point: Testcollectionpoint

Type: Residential Commercial

Site Contact Name: Bharti

Site Contact Number: 88022331114

Address: pimple Saudagar

Submit

5. Requesting Bags

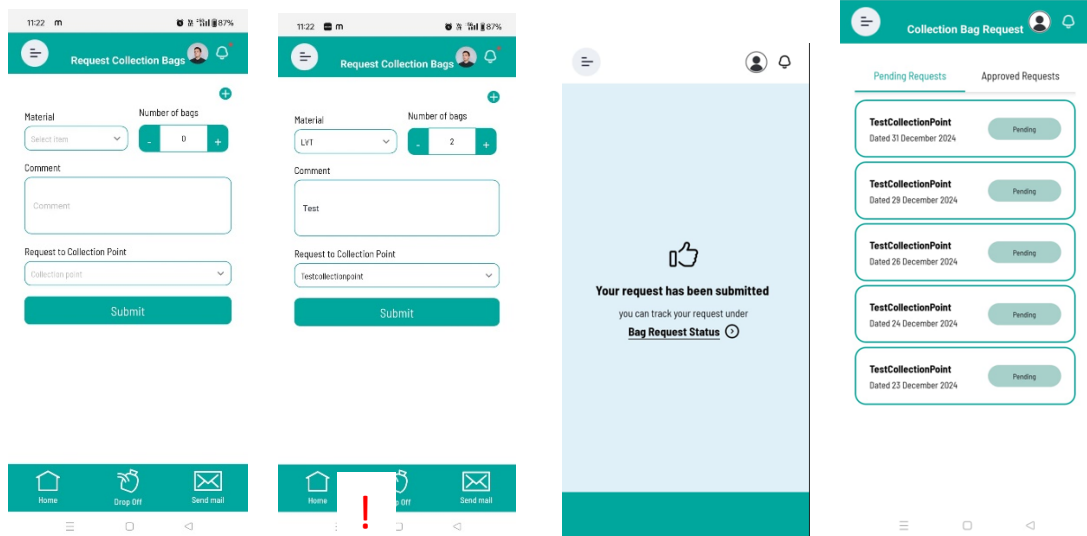
You can request additional Collection Bags from your linked Collection Point in person or using the app by following these steps.

To request new Collection bags:

1. Tap "Request Bags" from the dashboard
2. Select the Collection Point you want to request bags from
3. Choose the type of bag/s you need – Heterogeneous (HE), Homogeneous (HO), Luxury Vinyl Tile/Plank (LVT)
4. Enter the quantity needed
5. Add any additional notes (optional)
6. Submit the request

You'll receive notifications about the status of your bag requests through the app.

You can also check status of Bag Requests through option ***Latest Bag Request Status*** in Dashboard

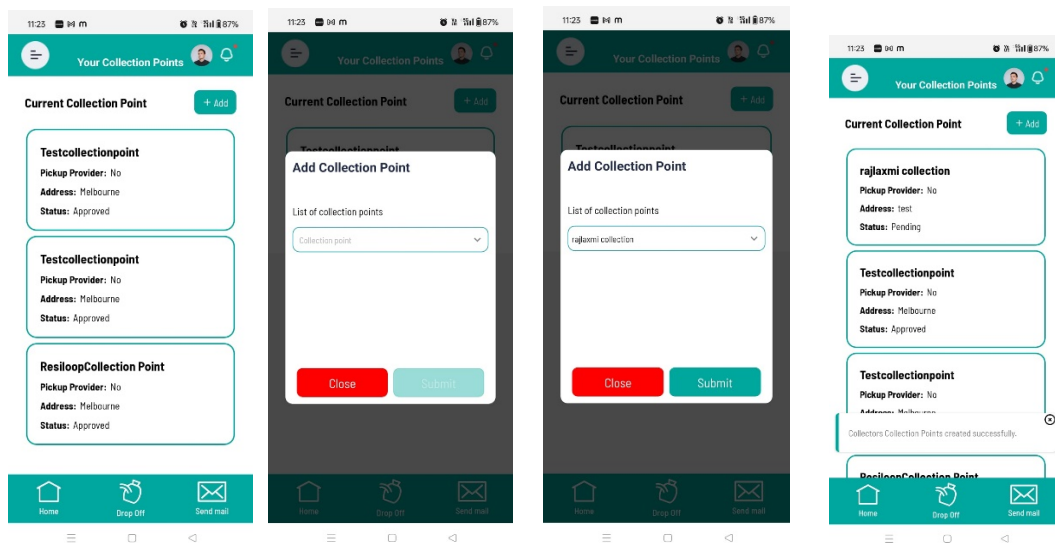


5. Managing Collection Point Relationships

To link with a Collection Point:

1. Navigate to "Collection Points" in the side menu
2. Tap "Add Collection Point"
3. Type in the name?? to Search / Look at Drop Down menu ?? and Select the Collection Point you want to link with
4. Submit the request
5. The Status of the request will be Pending until the Collection Point accepts the request and marks it as Accepted

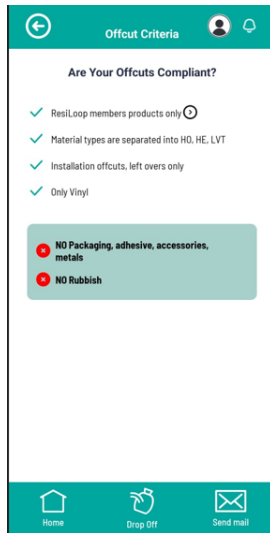
Note: The Collection Point must approve your link request before you can drop off offcuts at that location.



6. Understanding Off-cut Criteria (offcut to be one word throughout)

Before dropping off offcuts, ensure you're familiar with the criteria:

- Check that offcuts are ResiLoop members products only (link to list of members is provided in the app)
 - Material Types are separated into HO, HE, LVT
 - Ensure materials are vinyl installation offcuts only
 - Ensure materials are free from contamination (NO packaging, adhesive, accessories, metals or rubbish)
- Confirm materials meet Off-cut Criteria criteria



7. Additional Features

Member Products

- View List of ResiLoop Members to check if offcuts are compliant



Recent Drop-offs

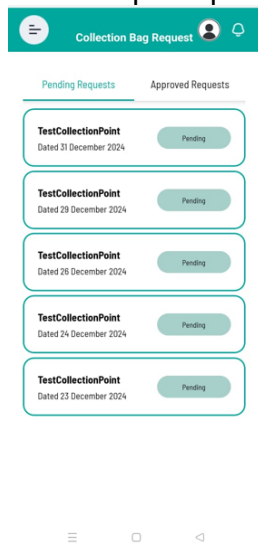
- View history of all your drop-offs
- Access drop-off details and photos



Bag Request Status

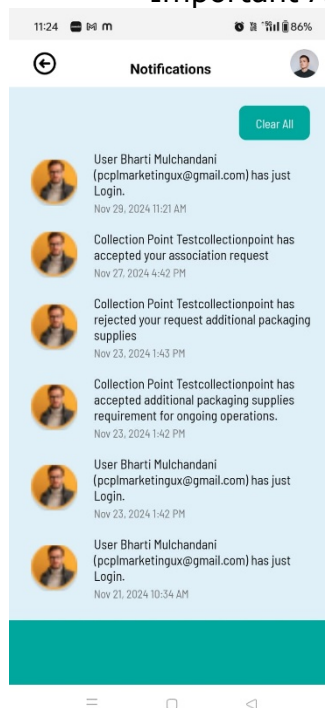
If you have requested additional Collection Bags via the app you can track these requests and review status

- Track pending bag requests
- View approved/rejected requests
- Check pickup availability



Notifications

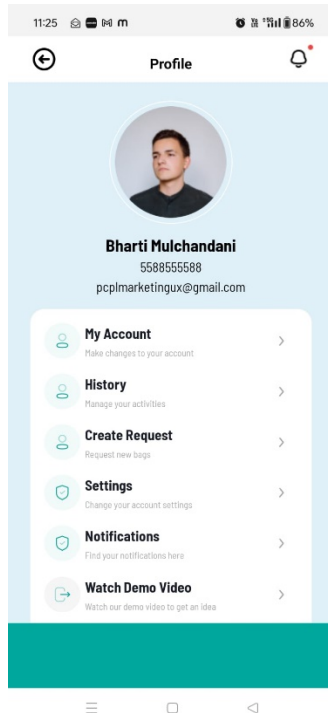
- Receive alerts for:
 - Bag request updates
 - Collection Point approvals Confirmation of successful link to a Collection Point
- ResiLoop announcements
- Important App updates



Profile Settings

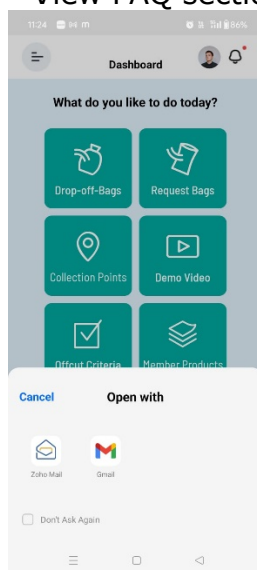
Access through the side menu to:

- Update personal information
- Change your password
- Manage notification preferences
- View terms and conditions



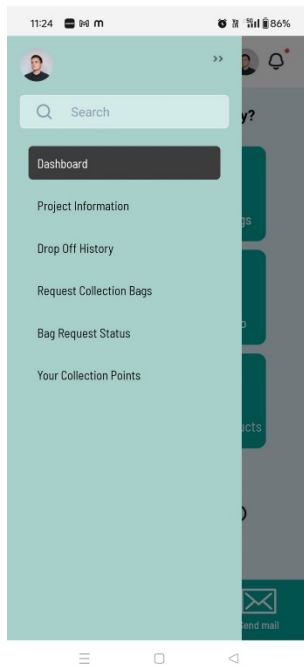
Communication Tools

- Use the built-in mail function to contact ResiLoop support
- Access help documentation
- View FAQ sections



Side Bar

User can navigate to any screen using Side bar and can close side bar by clicking on >>



Tips for Efficient Use

1. Always check your internet connection before submitting drop-offs
2. Keep photos clear and well-lit
3. Maintain regular communication with your Collection Points
4. Monitor notifications for important updates
5. Keep your app updated to the latest version

For additional support, contact ResiLoop through the app's mail function or your designated Collection Point representative.