

Accepting a connection invite

Okappy's market network is transforming how the best companies are working together and managing their work.

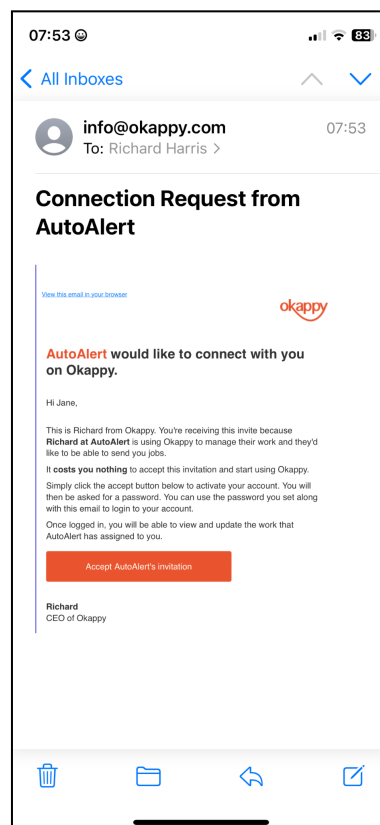
By connecting on Okappy, you can receive work from your customers and assign work to your own employees or subcontractors. Everyone is aware of the status of the job as it's updated by the end engineer out in the field.

That means no more duplication between different systems, less errors and ultimately more capacity to grow.

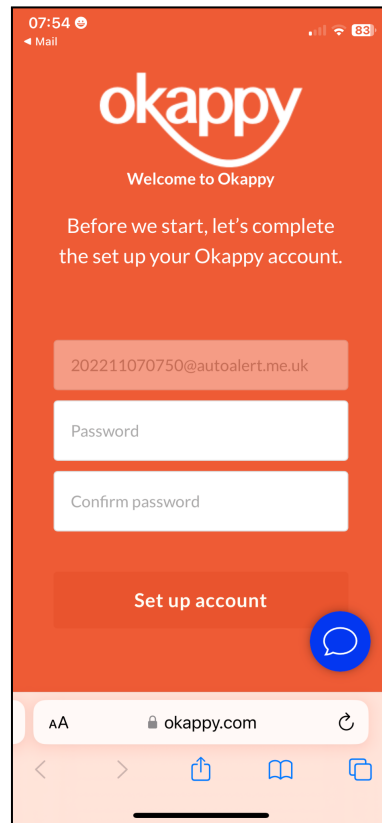
If you've received an invitation from your customer. What do you do next? Read on to find out how to accept the invite and start receiving jobs from your customer.

1. Check your inbox for an invite email from Okappy

Note: If you haven't received the email, check your SPAM or JUNK folders and that the right address has been used by your customer.

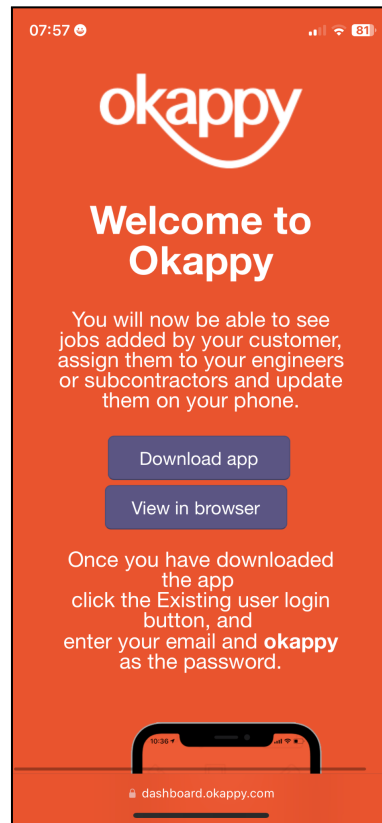


2. Open the email and click the **Accept invite** button



The screenshot shows a mobile phone screen displaying the Okappy account setup interface. At the top, the time is 07:54 and the battery level is 83%. The screen features the Okappy logo and the text "Welcome to Okappy". Below this, it says "Before we start, let's complete the set up your Okappy account." There are three input fields: the first is pre-filled with the email address "202211070750@autoalert.me.uk", the second is labeled "Password", and the third is labeled "Confirm password". A "Set up account" button is located at the bottom of the form. A blue speech bubble icon is visible in the bottom right corner of the form area. The browser's address bar at the bottom shows "okappy.com".

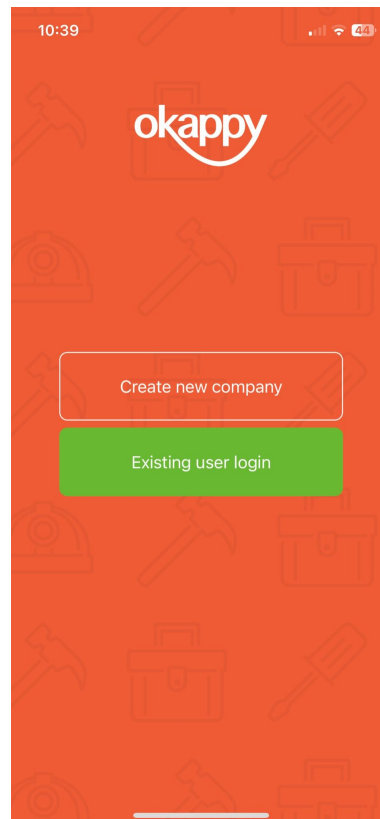
1. Your email will be populated in the username field
2. Enter a password in the Password field and then confirm the password
3. If the two passwords match, then click **Set up account**



Congratulations, your account is set up.

You can either download the Okappy app from the Apple App Store or Google Play store (depending on your device) or click the **View in browser** button to view the mobile version of the app in your browser.

If you have downloaded the app, open it and then click the existing user login



Enter your email and the password you set up previously and then click Login.

Once logged in you will see your job screen and any jobs that have been assigned to you. If you can't see any jobs, please check out troubleshooting guide

<https://www.okappy.com/support-article/troubleshooting-i-cannot-see-my-jobs/>

Further help and support

For further help and support, including troubleshooting guides, please see

<https://www.okappy.com/support>