

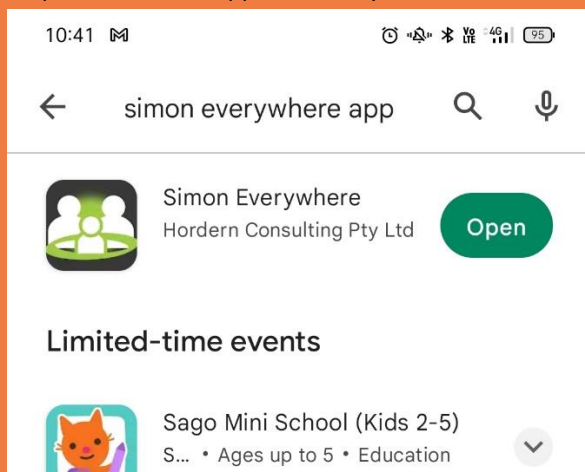
# Initial SIMON Everywhere Setup

Step 1. PREREQUISITE: Complete the PAM initial setup so that you have a valid account into the school's setup.

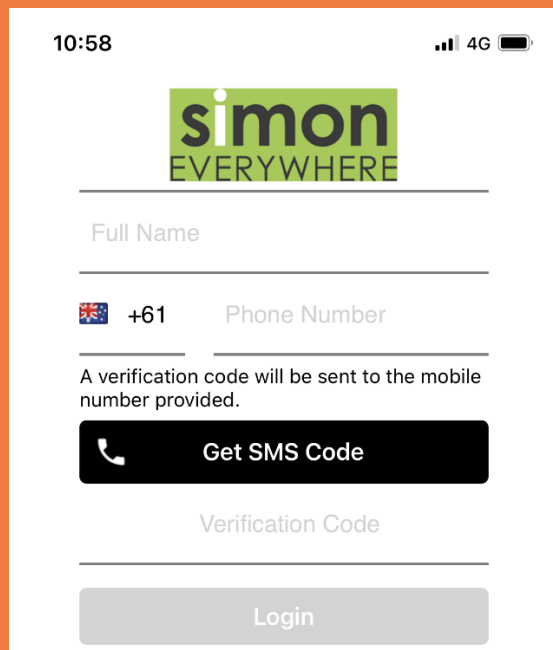
Step 2. Search for SIMON Everywhere in the Play Store (Android) or App Store (Apple)



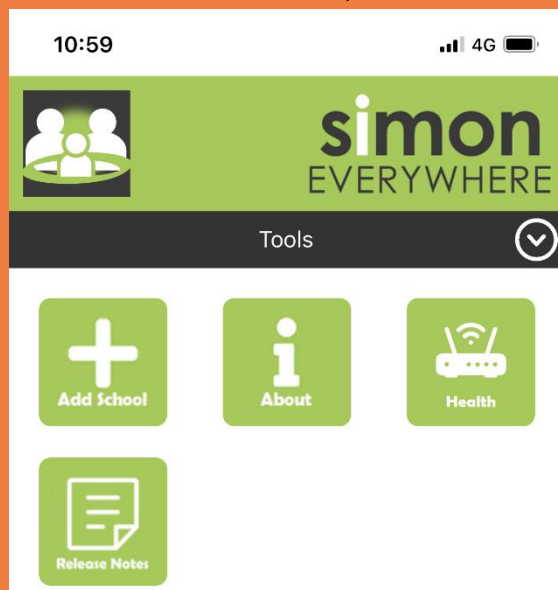
Step 3. Install the application to your mobile device



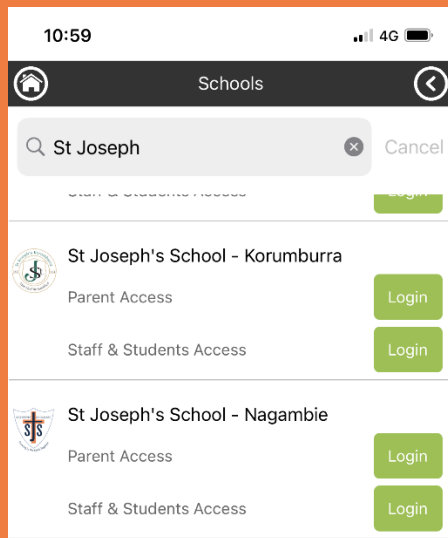
Step 4. Open the application, add your name and phone number to receive a validation code



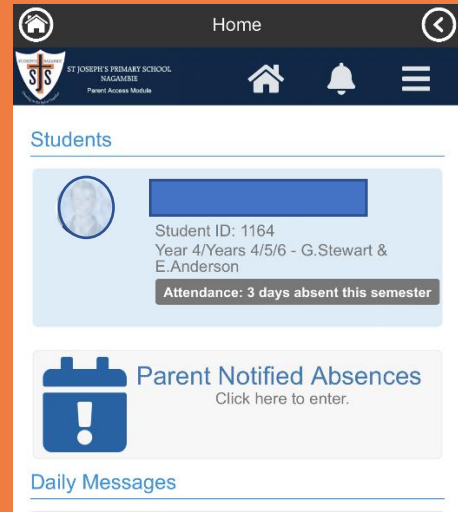
Step 5. Once validated select **HOME** to get to the Add School option



Step 6. Click add school and search for **St Joseph's School – Nagambie**



Step 8. Your child/children will now show and you will be able to view reports as well as alert the school of absence (up until 9:30am on the day) and of any future planned absences.



Step 7. To login use your PAM username/email address and password

