

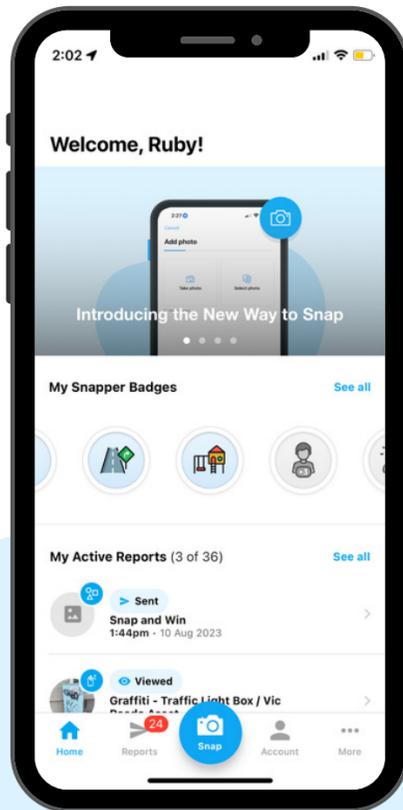
Setting Up Private Reporting Mode

Step by Step Guide

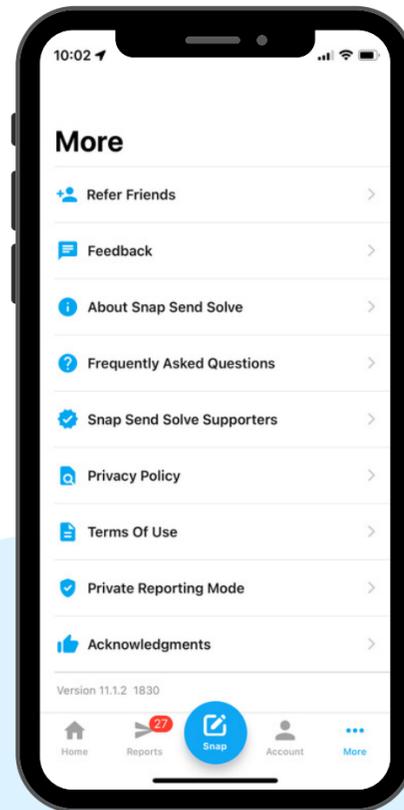


1

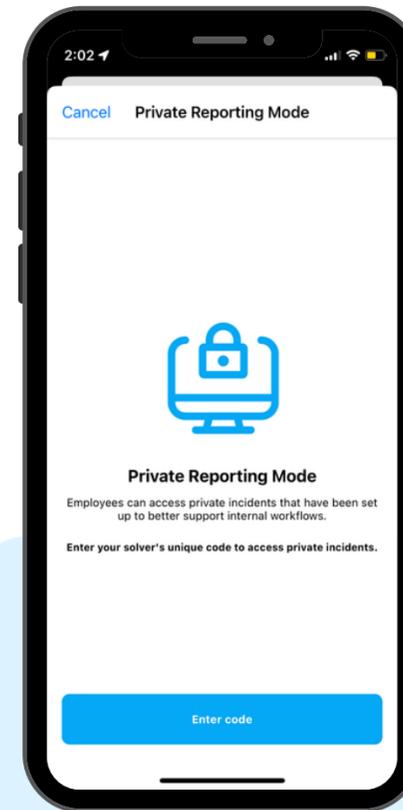
Download the Snap Send Solve app free from the App Store & Google Play



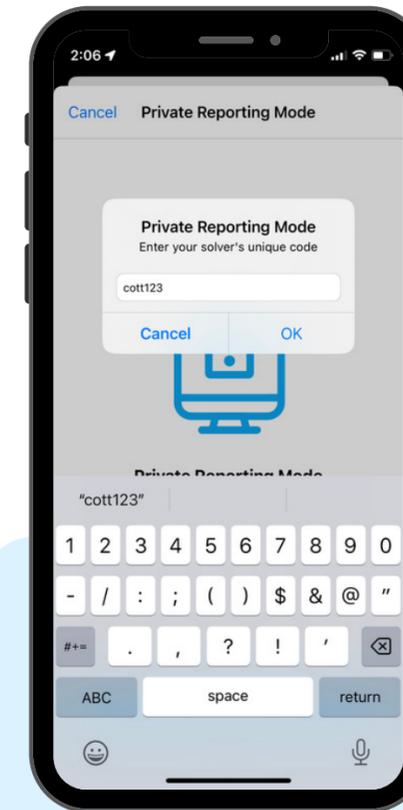
2 Select **'More'** at the bottom right corner of the screen.



3 Select **'Private Reporting Mode'** from the list of options.



4 Select **'Enter Your Authority's Code'**.



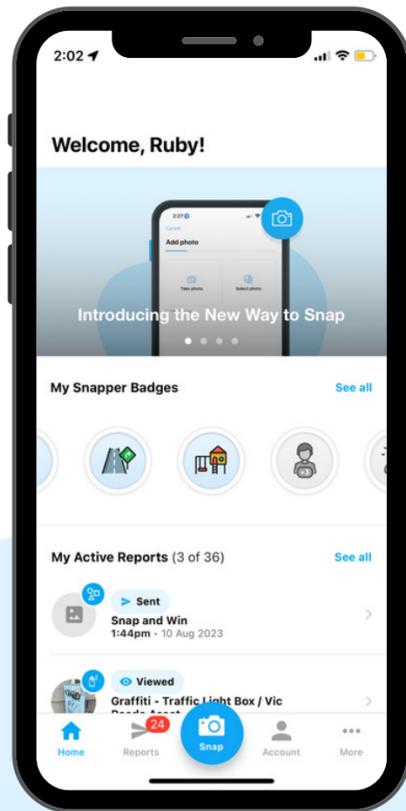
5 Insert code **'cott123'**. This code only needs to be entered once.



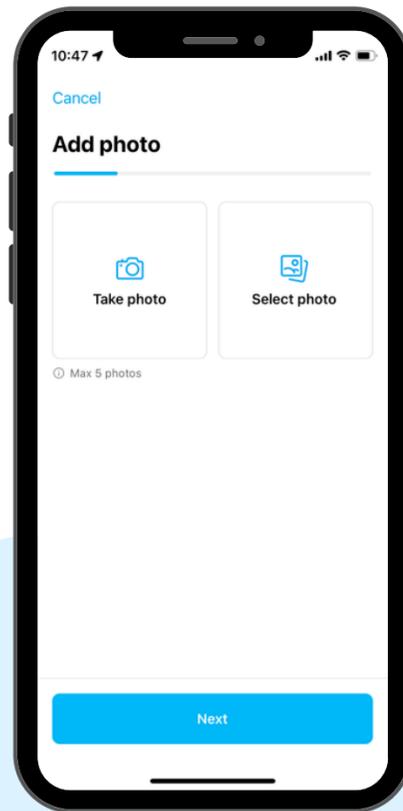
6 Start a report by selecting **'Report Now'**.

Submitting a Snap Send Solve Report

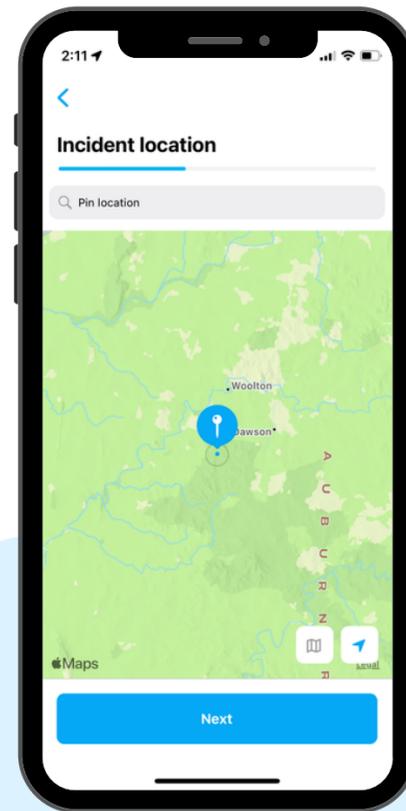
Step by Step Guide



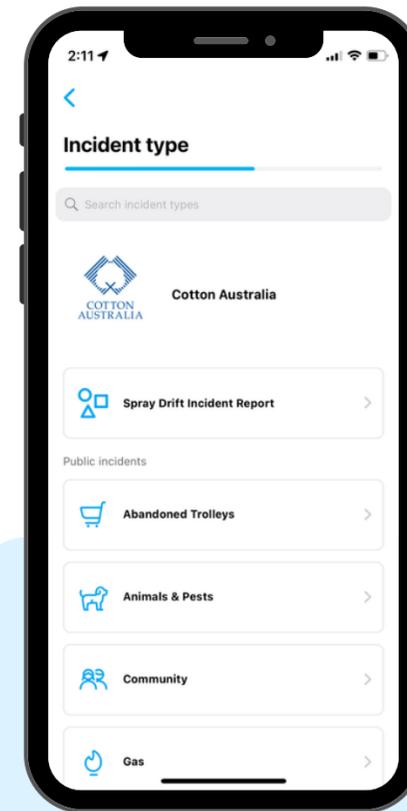
1 Select '**Snap**' to start a report.



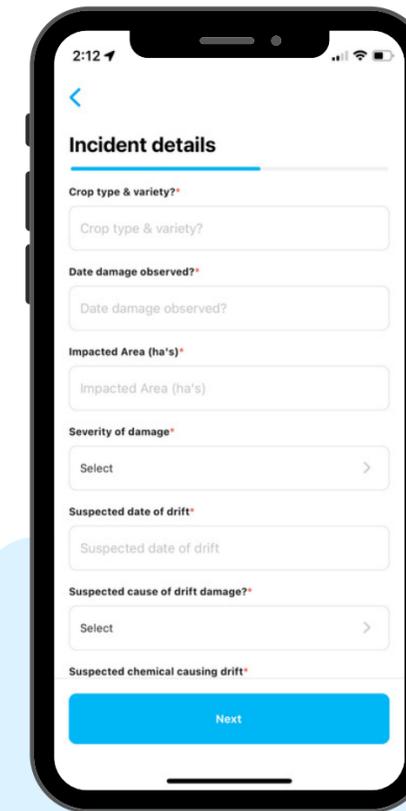
2 Upload or take an image.



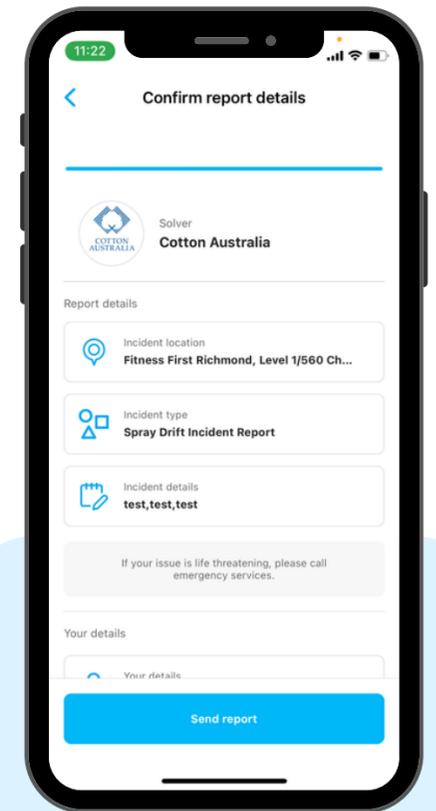
2 Confirm your location.



2 Select incident type.



3 Complete any fields and add description.



4 Confirm details and select '**Send Report**' to submit.