

# HELPFUL HINTS & INSTRUCTIONS FOR USING THE TAKE STOCK APP - MENTEES (STUDENTS)



## 1 Downloading The App

1. On your smartphone, go to the App Store (iPhone) or Google Play (Android).
2. Search for TSIC app - you should see the Take Stock logo.
3. Download and Install the app - IT'S FREE!

## 2 Checking Your Phone Settings on iOS and Android Devices

1. Dark Mode Off (iOS)
2. Notifications Push (iOS and Android)
3. Location Based Services (iOS and Android)
4. Calendar Google (Android)
5. Allow access to library/camera (iOS and Android)



## 3 Logging In

1. Login as a Mentee, using your email and the password **Welcome123**
2. You can change your password later.

## 4 Accept/Reschedule a Session Request

1. Go to "Mentor Sessions"
2. Select Accept or Reschedule for the session request shown
3. If rescheduling, add a note to discuss a better time to meet



## 5 Chatting With Your Mentor

1. Go to "Chat with Mentor" to text with your mentor
2. Remember 20 minutes of chatting or more counts as a mentoring session.



### Having Trouble?

Email [APPSUPPORT@TSIC.org](mailto:APPSUPPORT@TSIC.org) and include

Your Name; iPhone or Android; A brief description of your issue; Include a screenshot of the error.