## AXIOM APP CHECKIN2WORK



Google Play

## **Employees should:**

- 1. Visit <u>https://www.checkin2work.com/</u> to set up their account and get started.
- 2. Log on to CheckIn2Work using their work account username and password (HISD email address and the password used to log on to their work computer or Office365 websites).
- 3. Employees can watch a helpful training video here.
- 4. To download app:
  - Android devices go to Google Play Store to download the app.
  - Apple devices go to App Store to download the device



5. Click on search area and type axiom to do find the Axiom app.



6. After downloading open the app and follow the steps to setup your HISD profile in there.

## **Other ways to access Axion**

If you don't want to use the mobile app we have another options to complete your daily selfattestation.

- By phone call: call this number to do your daily registration (713) 556-7280
- **By a web portal**: Go to Axion website <u>https://portal.axiomllc.com</u> and complete you daily questionary.

Please contact me at <u>rarauco@houstonisd.org</u> or call me to 486-201 if you need assistance.

## **HISD Additional Support**

For issues with their sign-up, contact by email to mailto:SUP-P-Ort@checkin2work.com.

If you need additional help, please email to Bridget Moore at <u>bmoore1@houstonisd.org</u> to send your request.