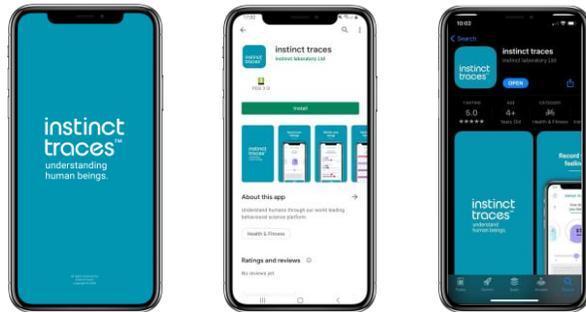


instinct traces app user guide

01 ACCESSING THE APP

To begin with, download the app. You can find this either on the Apple app store or the Google play store.



02 ENTERING YOUR DETAILS

From here, enter the code provided for you below. Once you are in the app, just enter the code, read the information pages and accept the privacy statement.

Choose the job roll that best defines you:

- Police officer **3760275**
- Police Staff – Frontline (e.g. PCSO/CSI) **7038519**
- Police Staff – Support functions (Office based roles – e.g. HR/Fleet/Admin) **2173094**
- Police Volunteer – Frontline (Specials/Community Support) **5025331**
- Police Volunteer – Support functions (Office based roles) **9039241**



Insert your team ID here



Fill in some details about you



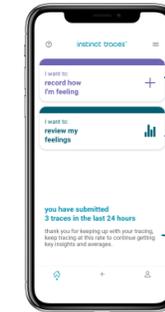
About pages



Privacy statement

03 EXPLORE THE HOMESCREEN

On the home screen, you will see a few buttons. Here is a quick overview of what you need to know:



SUBMIT A TRACE

COMPARE YOUR AVERAGE SCORES WITH OTHERS

ADVICE ON HOW MANY TRACES YOU NEED TO SUBMIT

04 HOW TO SUBMIT A TRACE

When submitting a trace, it is important to be honest. Anything you say is completely confidential and cannot be traced back to you (as you haven't given us your name!). Simply follow the steps on the screens. For the best results, you should submit a trace at least 2-3 times a day.

4A

Give us an idea of where you are.



4B

Select your mood from -3 (sad) to +3 (happy) and give us a word to explain your feelings.



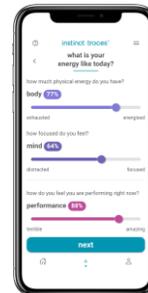
4C

In as many words as you like, explain why you feel this way.



4D

Using the sliders, please rate your energy and performance levels as a percentage.



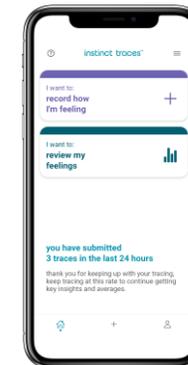
4E

Finally, it would be great if you could tell us how you would improve your scores going forward.



05 REVIEW MY FEELINGS

To see how you compare with others, simply click on the 'review my feelings' section of the app (this is located on the homescreen). Here, you will see your average score over the last 24 hours.



Select the review my feelings button to see your average scores and the national average scores.

