RMSGOV Utility App Instructions

How to use your Android device with RMS

How to Pair your Android device to RMS

Before you can begin to use your device with RMS you must first pair the device.

Go to your RMS Desktop application and click on Import Export in the menu option.

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Next Choose Pair Mobile Device

Click on the generate code button and a new code will appear in the window.
Choose Pair on your android device

Enter the Mobile Registration code and Contract ID from the RMS Desktop application to the respective fields on your android device. Then tap Pair Device.

This process pairs your device to a contract so that whatever images are uploaded will go to the proper contract.
How to upload an image with your Android device to RMS

Tap on Upload Image.

Tap on choose to select a photo from your Image Library or from your Photo Gallery.
Once you have chosen your image enter a title for the image.

Tap on upload and you will see an animation progress of the image upload. After the upload has completed you will then see a confirmation message.

Click on the Back to Home button to be taken back to the RMSGOV Utility app home screen.
You can repeat the process to upload another image.

**How to view your image uploads from within RMS**

Once your image has been uploaded you can then view your image in RMS.

Go to Import/Export and click on the Import Mobile Images menu option.

Click on Get images
A list of uploaded images for your contract will appear in the list. Double clicking on a record in the list will open it for viewing. You may then choose to save it as a contract status photo.