WELGEVONDEN

ESTATE

How to use the My Connections function on the GLOCMS Community app

The **My Connections** function on the GLOCMS Community app allows users to invite and register individuals such as family members, friends and others of their choice as **connections** to this personalised section of the app.

Once the invited individual has accepted the invitation and was added as a connection, both users will be able to do the following:

- Transact directly via the use of the **Wallet** function on the app
- Inform each other of emergency situations they might be facing

Note: Welgevonden Estate does not support the following functionality that the app offers: **Recommend a connection the community**.
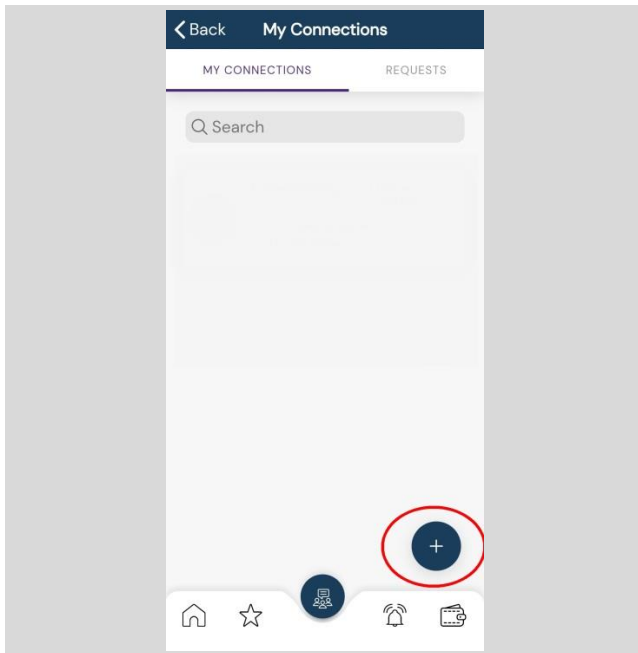
How to …

Below, please see the steps to follow when setting up the **My Connections** functionality on the app, as well as information on how the **Emergency Function** works.

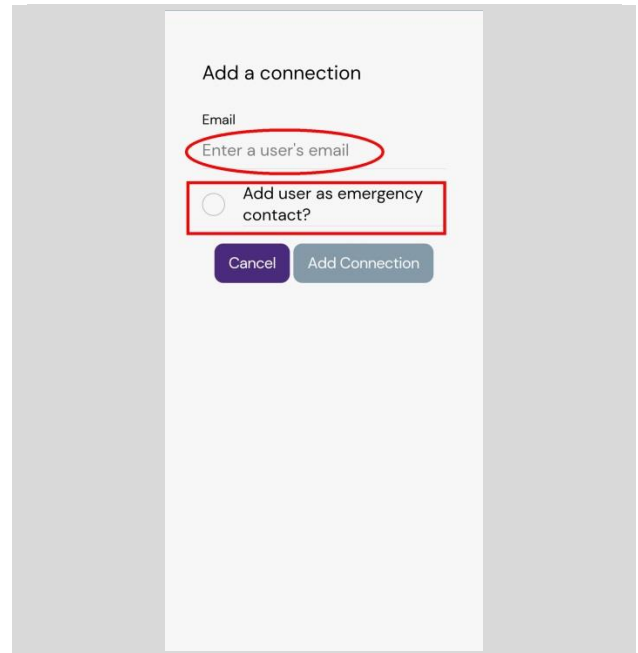**Step 1:** Open the GLOCMS Community app on your mobile device.

Step 2: Select "My Connections".
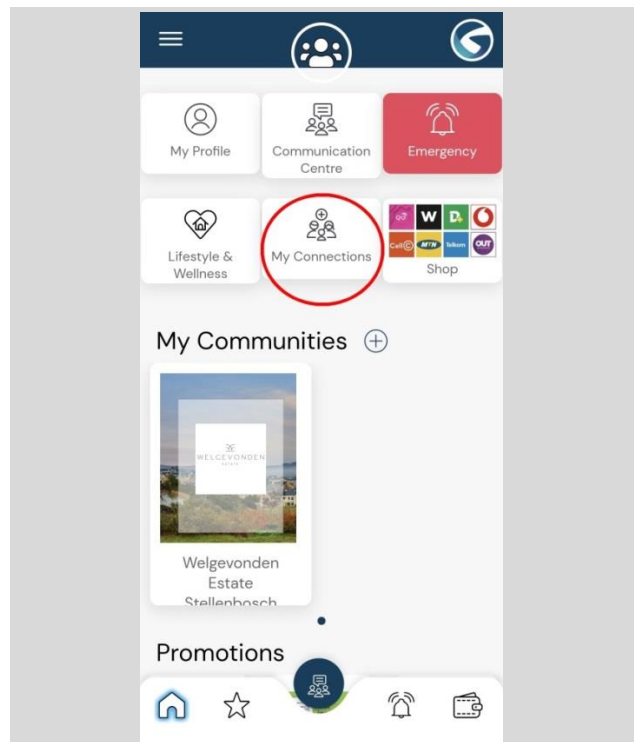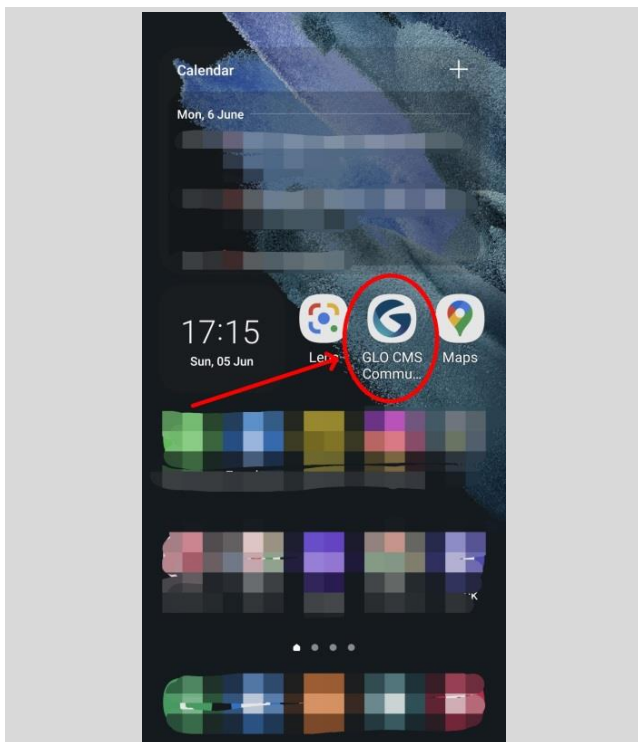
**Step 3:** Click on the PLUS icon.

Step 4: Enter your connection's e-mail address, select if you want to add them as emergency contact, then click on "Add Connection". (You can also add or delete them as an emergency contact afterwards.)


Step 5: Your contact will receive your add request on their GLOCMS Community app if their e-mail address is registered on the Welgevonden database, and if they have downloaded the app before and are using it. They can accept or reject the request.
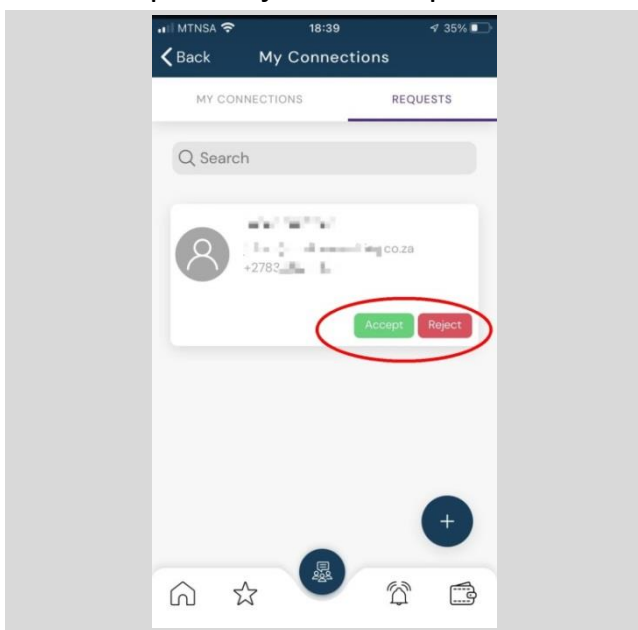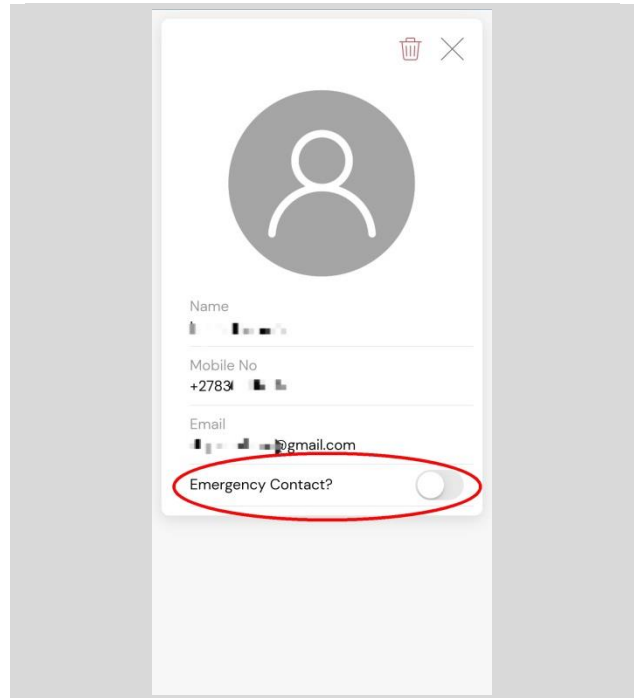
**Step 5.1:** Your request will show as "Pending" on your app.
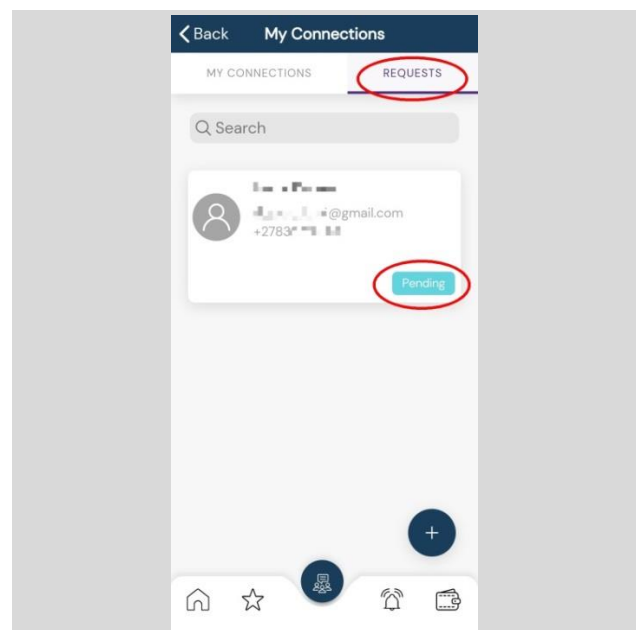
Step 5.2: Upon accepting, your contact's details will show on your app, and your details on their app.
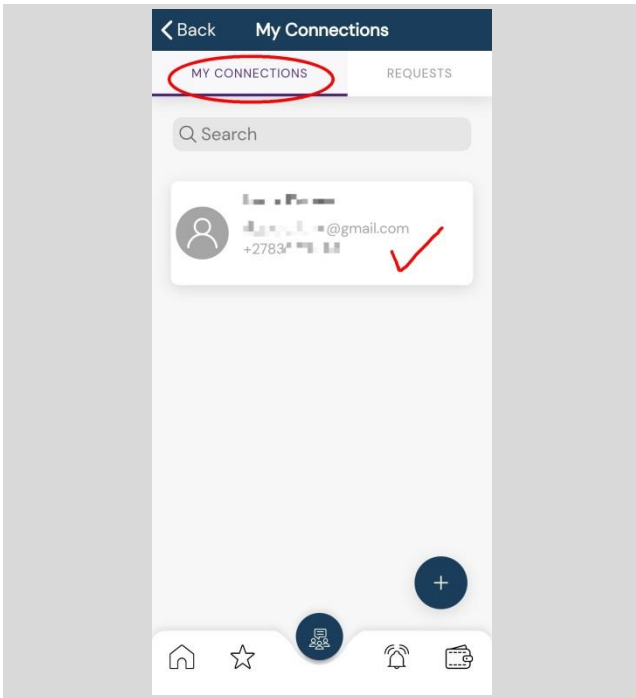
Note 1: You can add or deactivate a contact as an emergency contact by toggling the button below.


Note 2: If your contact's e-mail address is NOT registered on the Welgevonden database, the information below will appear after you've completed Step 4. Select the "Request Method" and your contact will receive an e-mail or SMS to inform them about your request, asking them to download the app, and giving them guidance how to proceed.
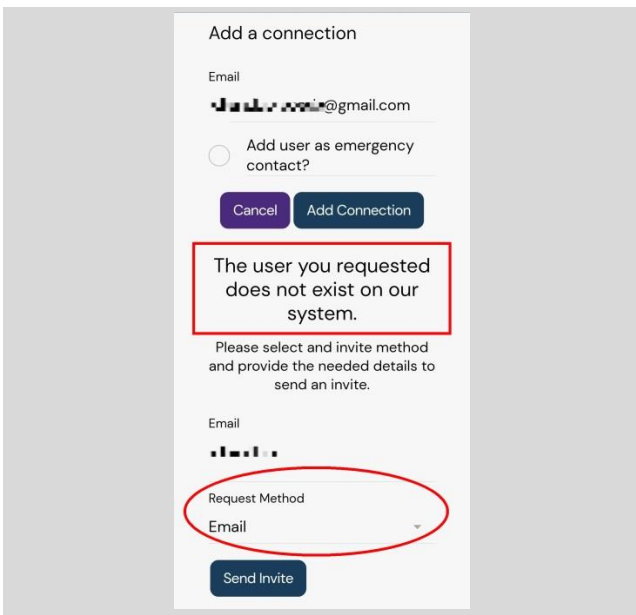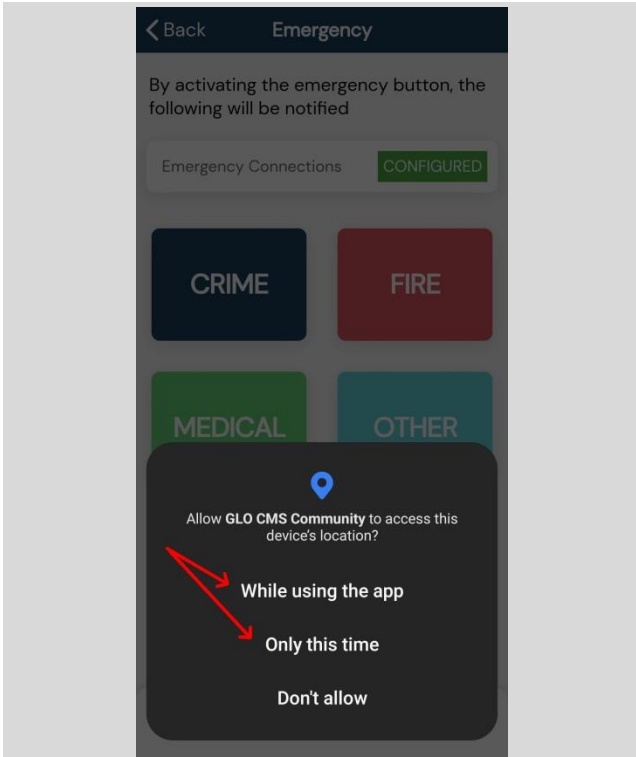
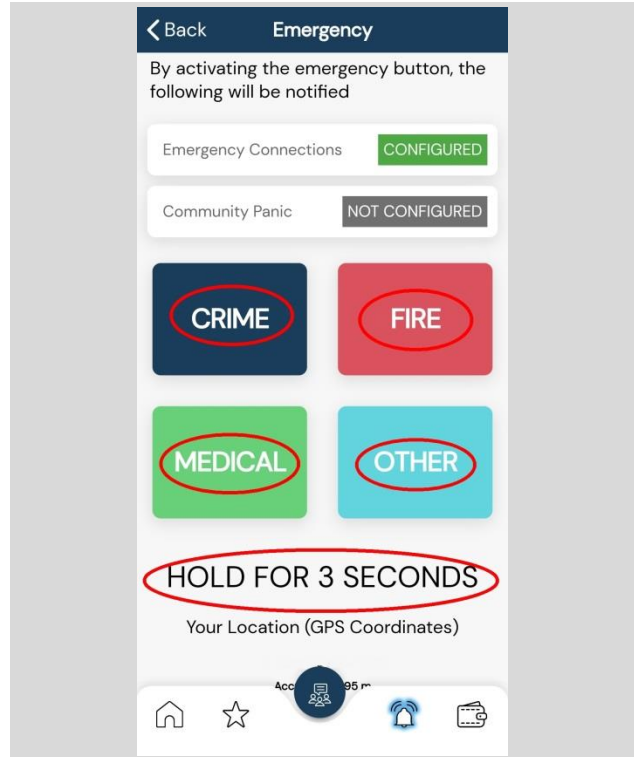**Using the "Emergency" function**

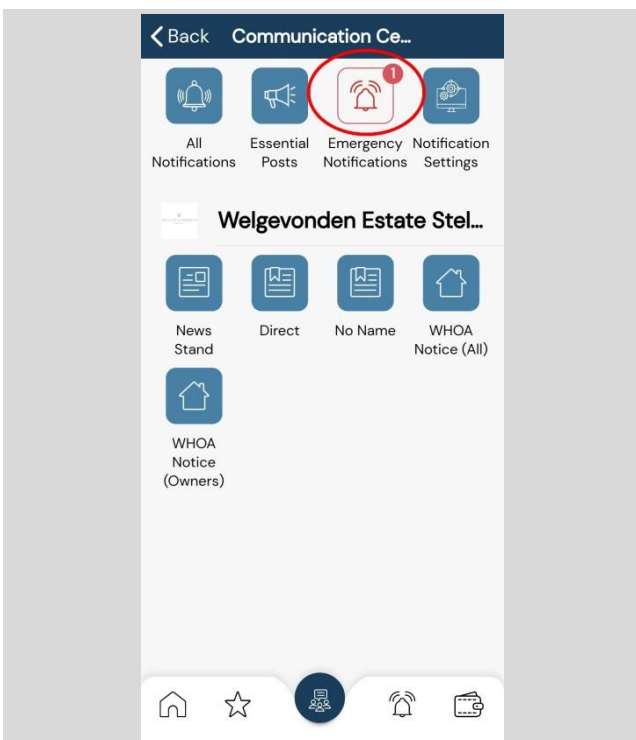**Step A.** If you are in distress, click on "Emergency".
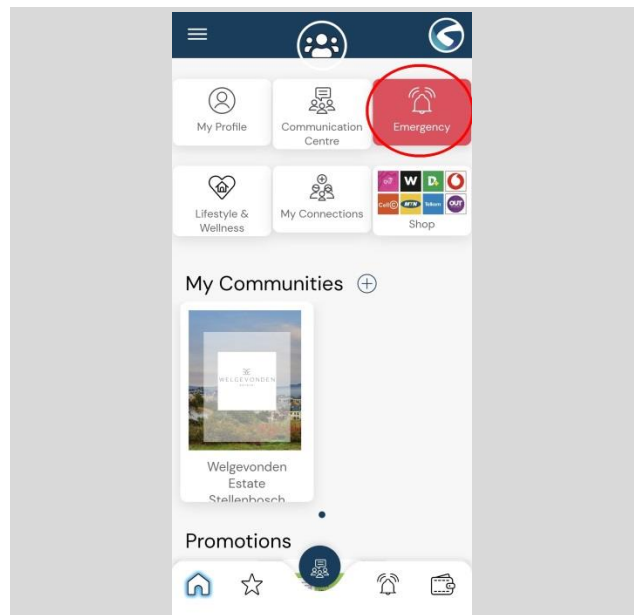
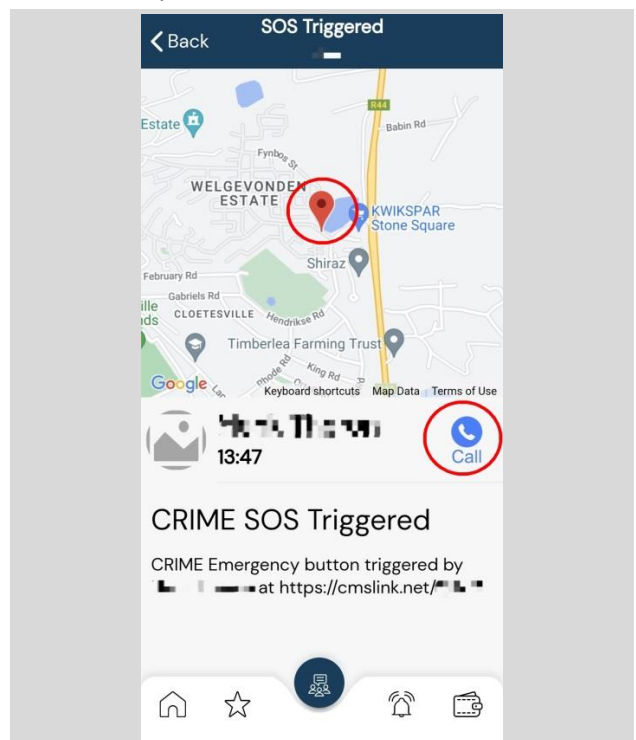**Step B.** Make your selection from the options below.

Step C. Select the emergency you're facing and hold for three seconds.

Step D. Your contact (or contacts, if you have listed more than one) will receive an emergency notification on their app.

Step E. When they open the notification, the information below will appear. (Your location will show on Maps wherever you are, as long as your device is connected to the Internet.)