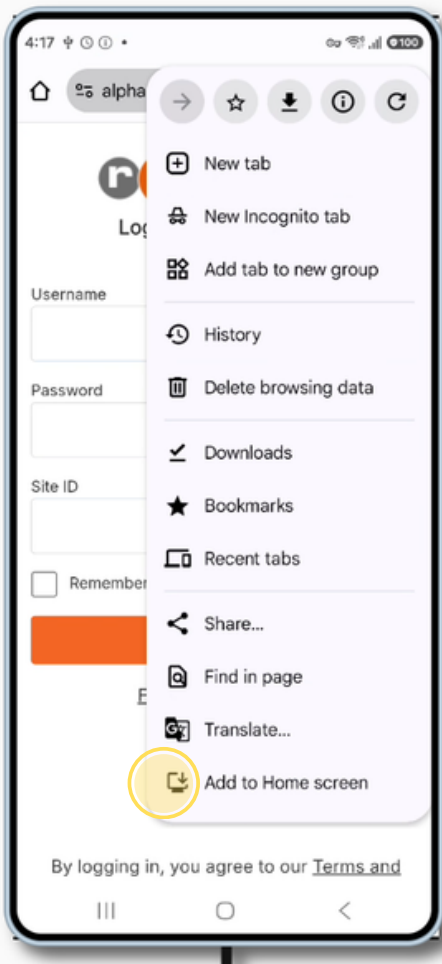
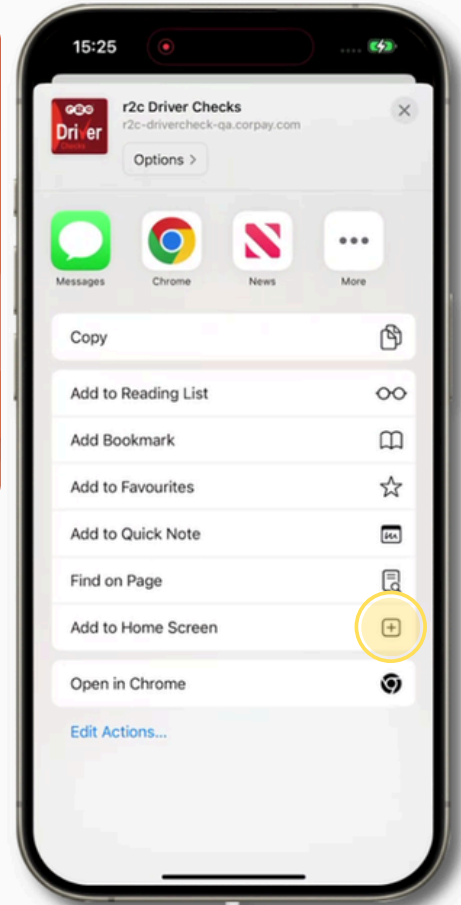


ios



1. Open the browser app and go to:  
<https://driverchecks.r2clive.com/app>
2. Tap the share button
3. Select the 'Add to home screen'
4. Tap the 'Add' button



Android

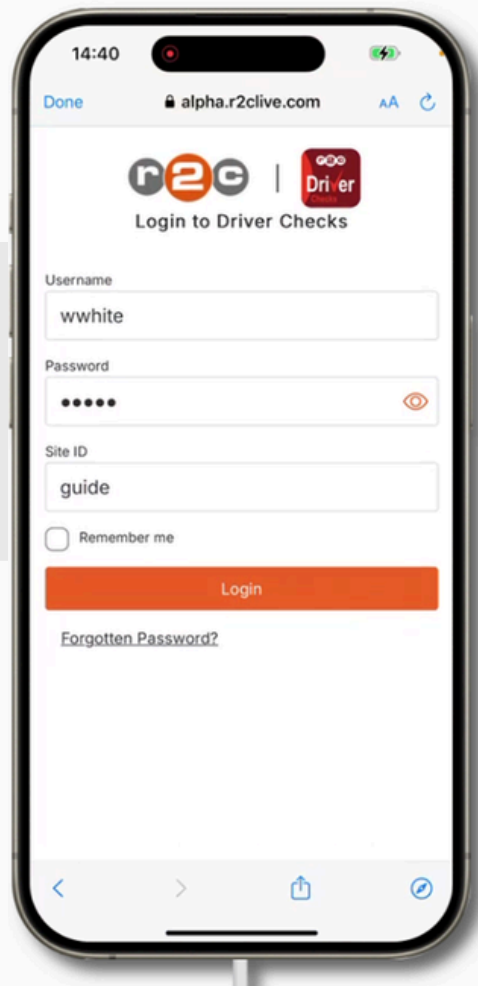


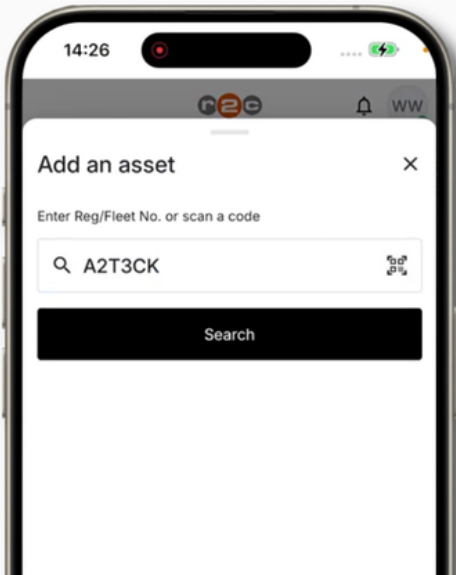
1. Open the browser app and go to:  
<https://driverchecks.r2clive.com/app>
2. Tap the ellipses button
3. Select the 'Add to home screen'
4. Click Install



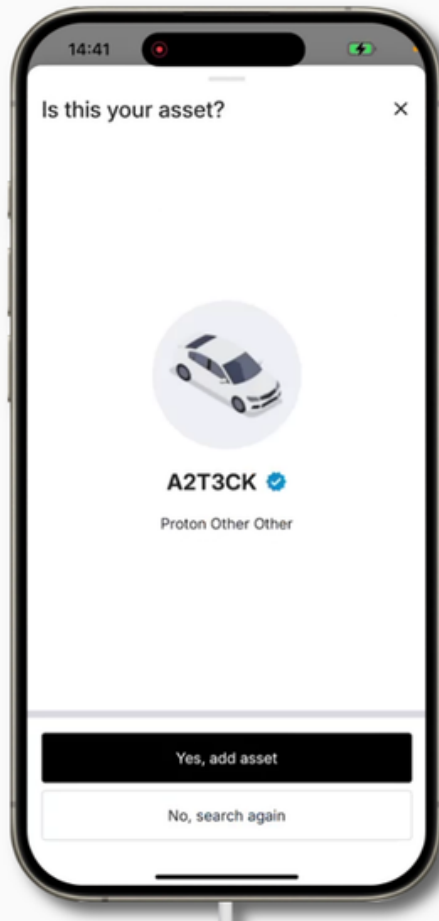
1. After installation, return to your home screen and tap the icon to launch the app.

- 2. Enter your username and password.
- 3. Enter your site ID (This is unique to your organisation's r2c account).
- 4. Tap the Login button.

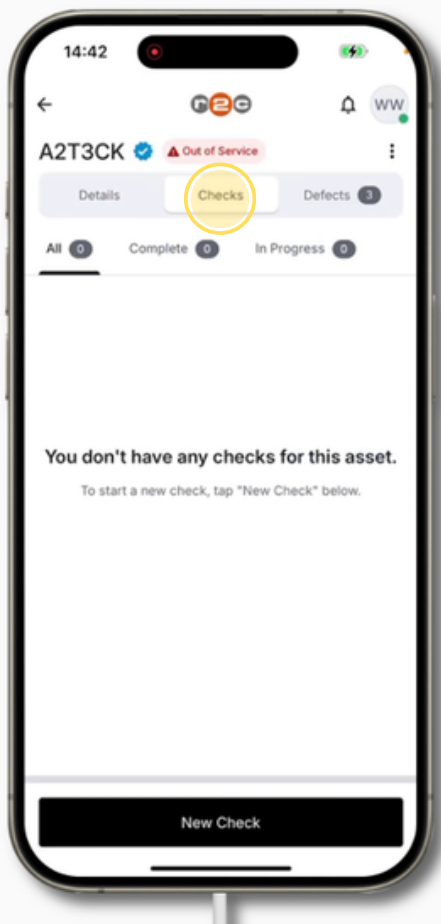




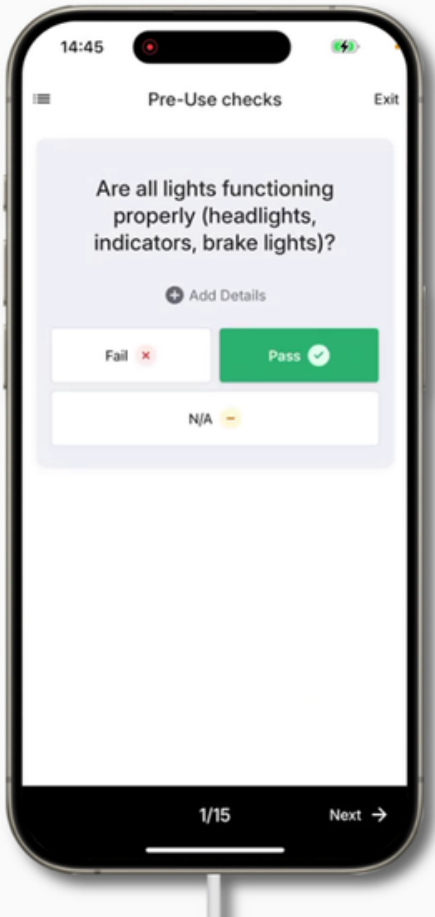
1. Open the app and start by searching for an asset or selecting from previously saved assets.



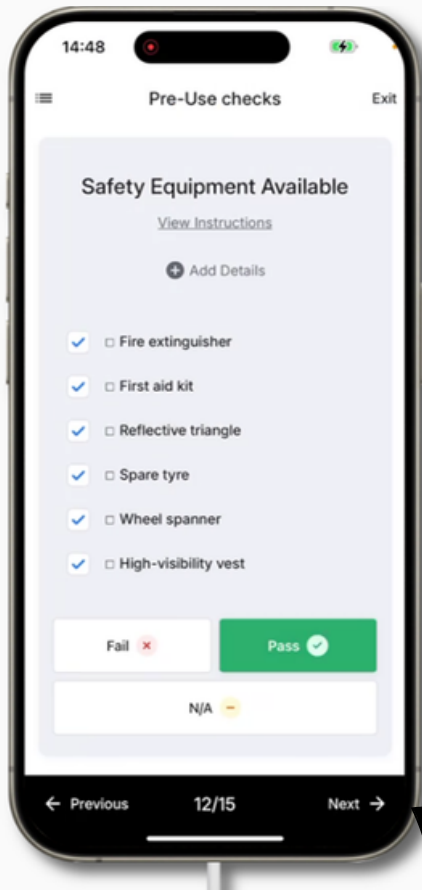
2. Confirm the asset match or choose to add an unverified asset.



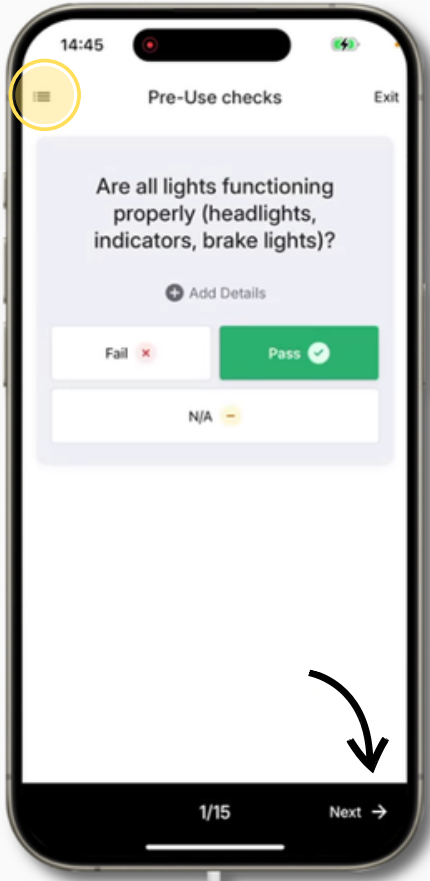
3. Select the 'Checks' tab along the top.




4. Use the relevant options per question to record a response e.g. Pass, Fail, Check boxes.

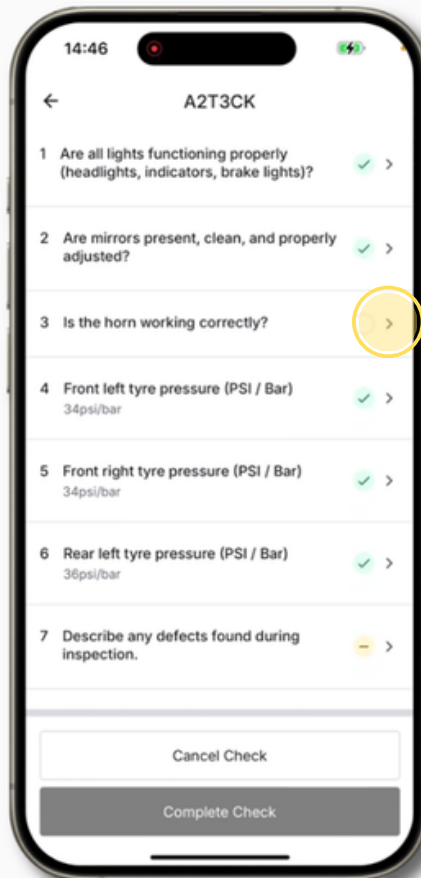


5. Click 'next' to move through the questions.

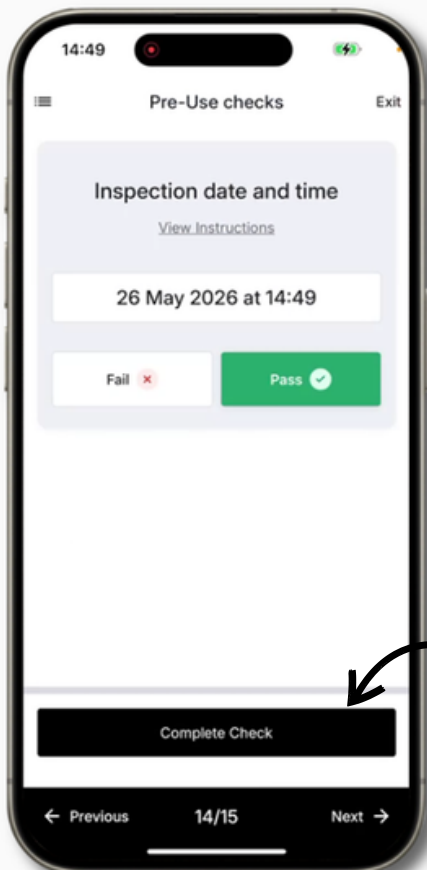


6. Click the burger menu  to open the full sheet overview and see your progress.

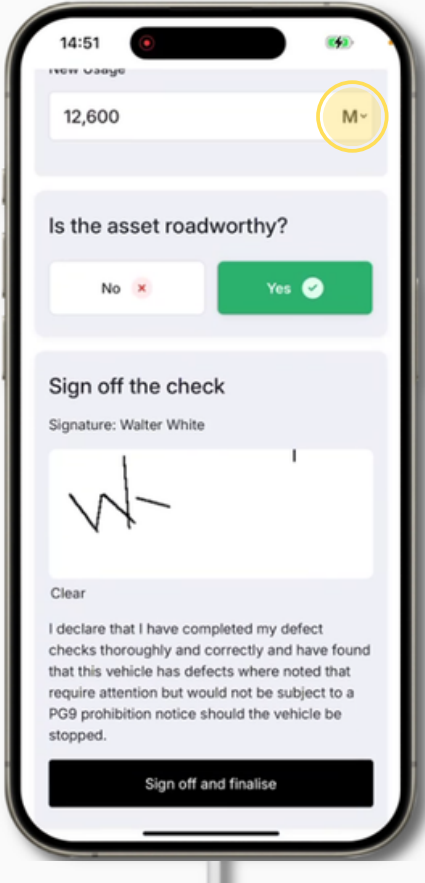
7. Here you can amend answers or spot any unfinished questions.



8. Once all questions are completed, click the complete check button.



9. Once all questions are completed, click the complete check button.



14:51

view usage


12,600 M-

Is the asset roadworthy?

No  Yes

Sign off the check

Signature: Walter White



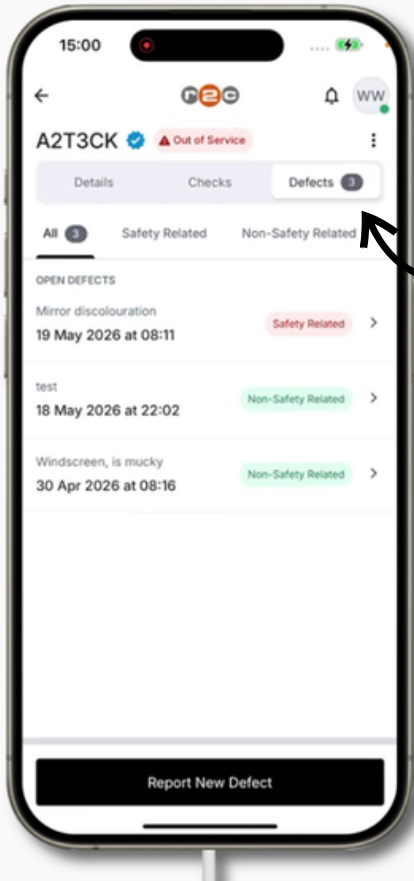
Clear

I declare that I have completed my defect checks thoroughly and correctly and have found that this vehicle has defects where noted that require attention but would not be subject to a PG9 prohibition notice should the vehicle be stopped.

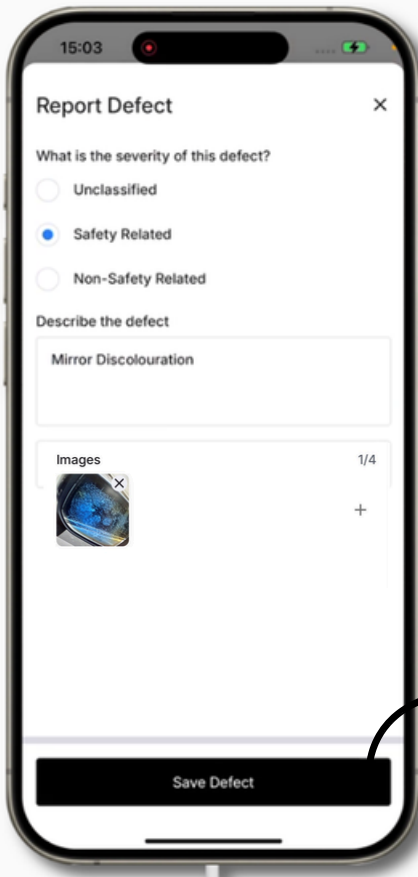
Sign off and finalise


10. Enter the usage and select the roadworthiness status.

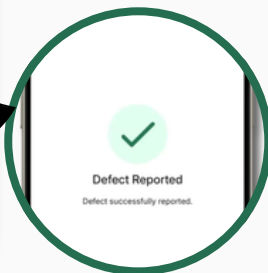
11. Add your signature and click 'Sign off and finalise'.

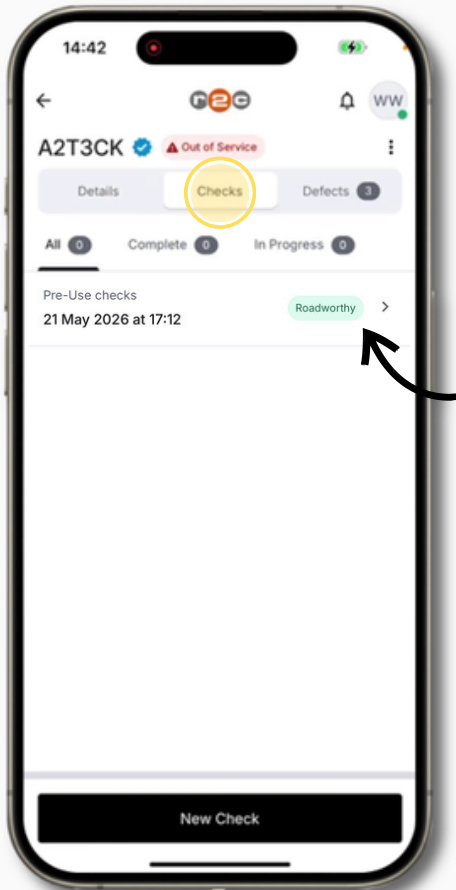


1. Search for an asset or select from previously saved assets.
2. Once the asset has been selected, click the 'defects' tab along the top. Here you will see any current open defects.
3. Click 'Report New Defect' to start.

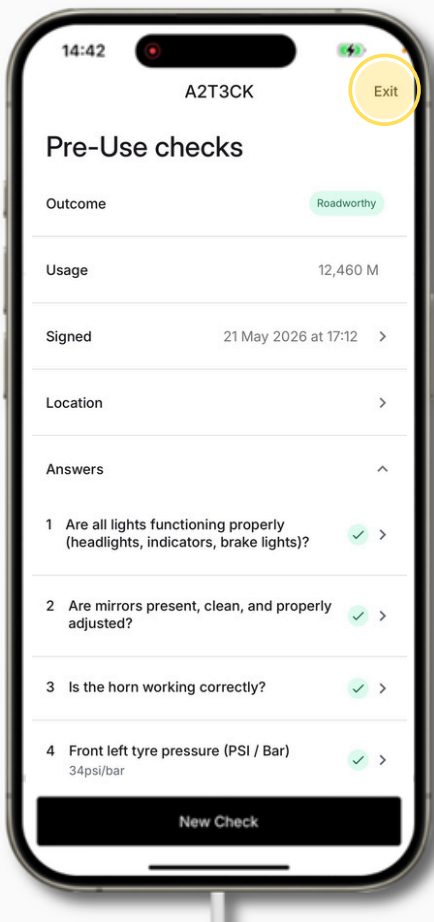


5. Select the classification or unclassified if unknown.
6. Enter the defect description.
7. Take and attach any photos if required. 
8. Click 'Save Defect' to submit the completed form.





1. Search for an asset or select from previously saved assets.
2. Next click the 'checks' tab along the top.
3. Click 'completed' to view the list of previously done checks.
4. Click an entry to view the completed check questions.



5. Here you can view the the information that was submitted.
6. Click 'Exit' to return to the main menu.

**I am unable to login**

To login to the app you will need your username, password and site ID. These credentials can be reset by your account admin in the r2c portal.

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**I am unable to complete my check, the button is greyed out.**

This means there is an incomplete question, click the burger menu ☰ to review the full question list. Identify any questions that still require a response. Once updated, the complete check button will become available.

---

**I have clicked the wrong check sheet form**

To cancel a check started by mistake, click the burger ☰ menu.

This will open the question list. Click the 'Cancel Check' button.

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**The defect I want to report is already in the list, how do I report it too?**

First click 'Report Defect', then click an existing defect from the list to add it to your response.

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**I am unable to see the correct checksheet form.**

Your account admin has access to view the sheets currently available to your account. If any are missing from the list, they can contact our support team for assistance.

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