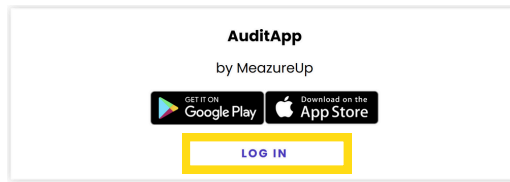
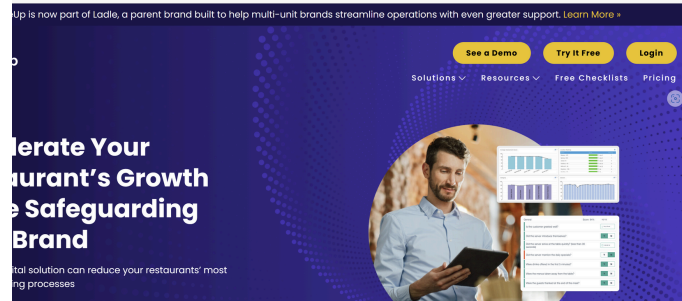


To begin, visit  
<https://measureup.com/>

- Click **Login** in the top left.
- Select **Login** under the Audit App.
- Enter in your **store email**.
- Select **"Forgot Password"**
  - Check your email and spam from MeasureUp
- Reset password
- Login with email and new password

<https://auth.measureup.com/login/>



Hello! Enter your MeasureUp email.

NEXT


[Forgot Password?](#)

[← Back](#)

An email has been sent.

Didn't receive an email? Click [here](#) to resend.

Enter password for [\[redacted\]@edible.com](#)

NEXT

## Images

Download the AuditApp

Go to App Store: Search **AuditApp**

### **Login :**

Enter email and password from MeasureUp.

### **To begin a Self Audit:**

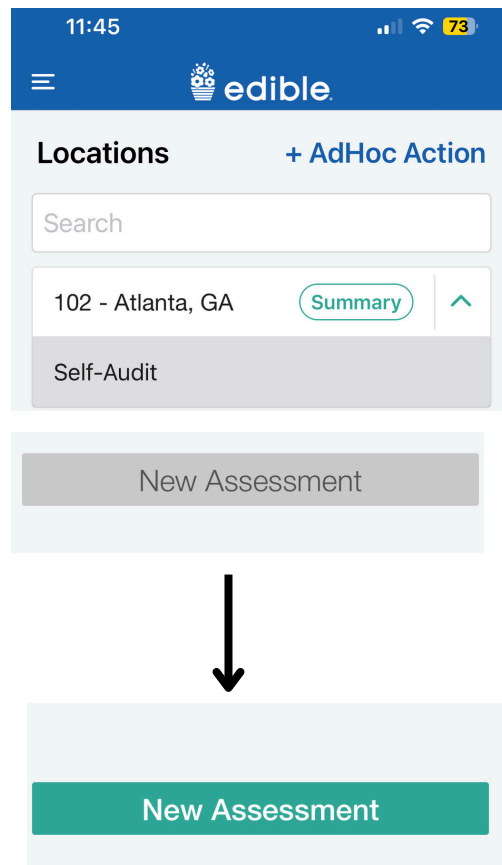
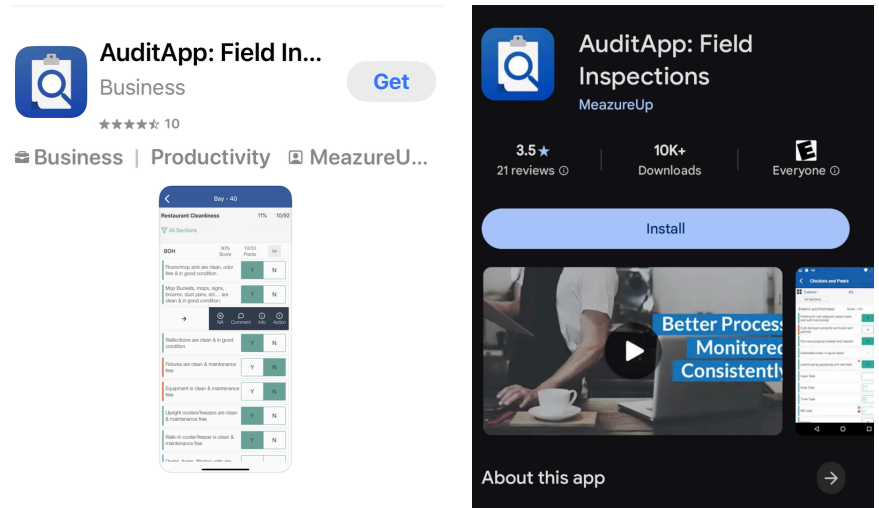
Select your location:  
Example, **102 - Atlanta, GA**

Click the dropdown

Select **Self Audit**

*New Assessment will turn from grey to green.*

Click **New Assessment**.



## Images

### Starting the Assessment:

The assessment categories will be greyed.

1. Select **Start Assessment**.  
*The categories will turn blue.*

2. Select the category to begin.

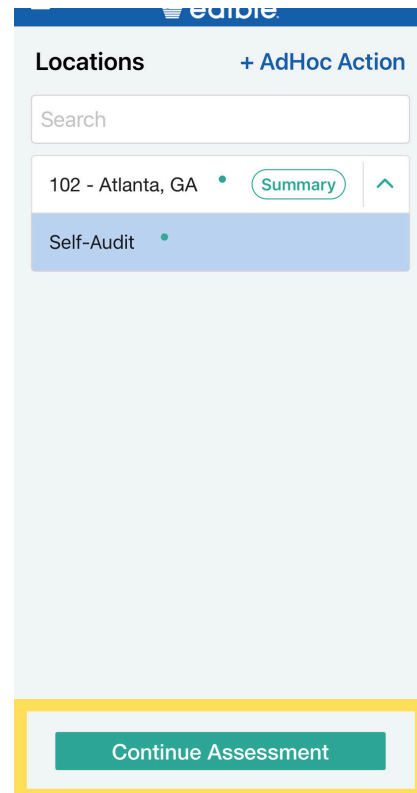
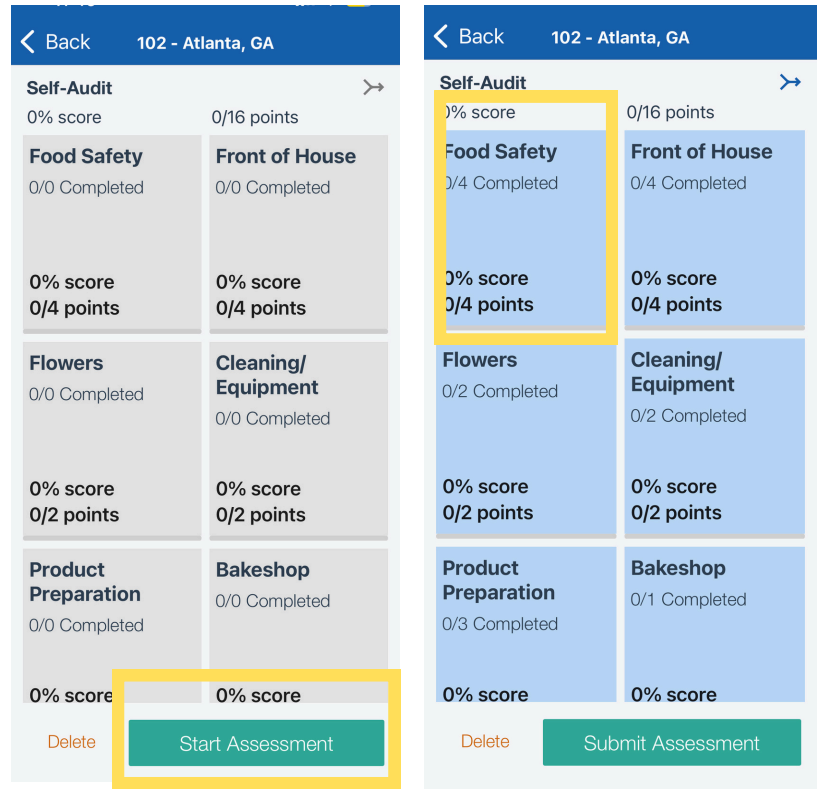
- For example: Food Safety.

If you need delete the data:

1. Select **Delete**.
2. Type Delete into the box.
3. Select **Delete**.

If you need to pause and come back to the assessment:

1. Select **Back**
2. Click **Continue Assessment**.



## Completing the assessment:

1. Select **Y** or **N** for the statement.
2. Select the **camera** icon and take a picture of the proof.
3. Select the **speech bubble** icon to leave a comment.
  - a. *You cannot leave a comment without an image.*
4. Select the **send arrow** to submit the comment.
5. Select **Back** to go back to the next category.

To Edit a comment, select the **Edit** Symbol on the top left.

Once the assessment is complete

6. Select **Submit Assessment**



## Submitting the Assessment

1. The score will be displayed as a percentage and in points.
  - The standards not met will be listed.
2. Enter **Manager Name**
3. Manager needs to tap to sign.
4. Auditor needs to tap to sign.
5. Select **Submit**
6. **Allow** the app to use your location.
7. Select Submit the assessment.
8. Select **Yes**

## Images

