



## How To:

# Location Troubleshooting For Android

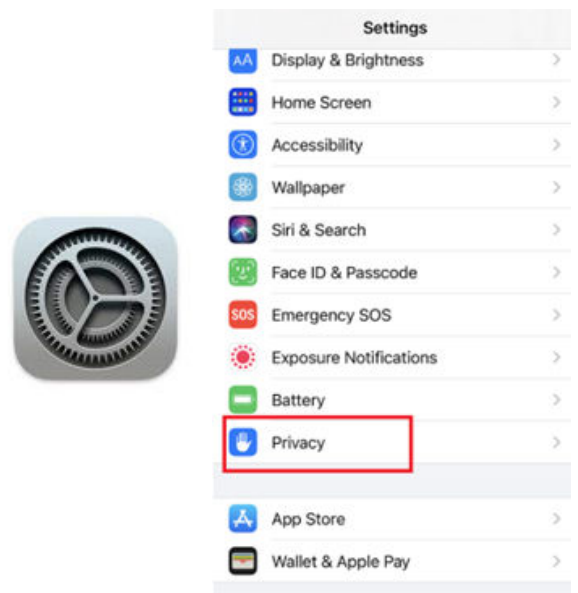
When clocking in and out of the Workforce Portal to complete your electronic timesheet, the Workforce Portal requires location access. This is to ensure that you are present at the facility when your shift begins.

You will not be able to start your shift until location is enabled. If you are having issues enabling your location on your Android, follow the steps below!

1

### **Go to your settings and select 'Location'**

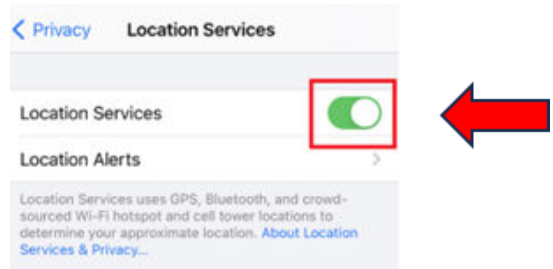
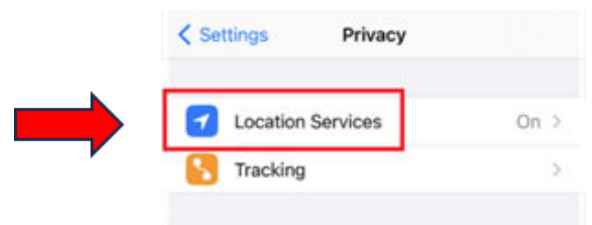
Ensure that your Location is toggled on.



2

### **If your location is already toggled on, the Workforce Portal may be blocked in Chrome**

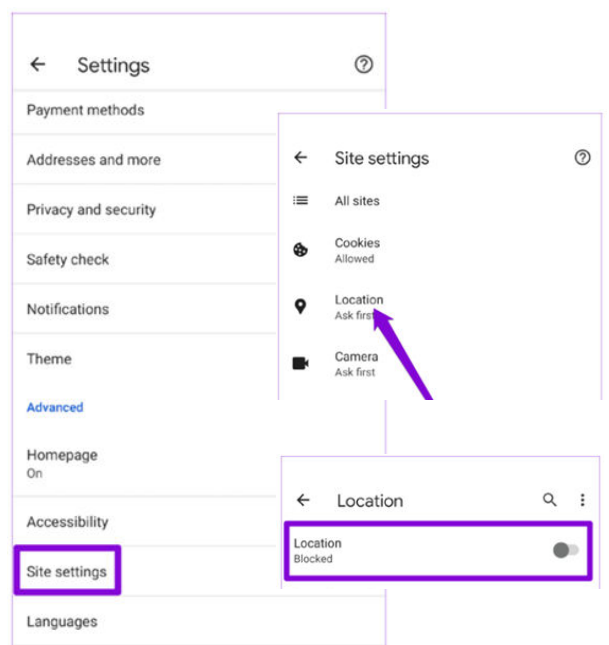
To unblock the Workforce Portal, open your Chrome browser and select the 3 vertical dots. Open 'Settings'.



3

### **Select site 'Settings', then 'Location'**

Once in the location screen, ensure your location is toggled on.



4

### **Click Check to see if www.asi-wi.com or the Workforce Portal is listed in the blocked websites list**

If so, click on the site and select 'Allow'.

Congratulations! You've successfully enabled your location.

