



Accessing SOP

Activating Your Account

To activate your SOP account, you will receive an invitation email. If you need an invite contact your project manager. If you check your email and have not received an invite check your spam. If it is not in your spam, ask your email administrator to add info@soppaving.com to their mail server's white list. Once you receive the invite follow the directions it gives you and press activate account. You will need to set a password (must be at least 8 characters).

Logging In

Once your account is activated, log in to SOP by going to our website <https://soppaving.com/> and clicking "Log In". Then enter in your username or email and the password you created. It also gives you an option to remember your password which is very useful for using our application on mobile devices. Also, you can always reset your password if you forget it.

Add to Home Screen

SOP isn't available in the app store or play store, so it must be accessed through our website. Once logged in you can add our SOP application to your home screen as if it were an app. To do this on iOS click the button at the bottom of the screen that looks like a box with an arrow in it and then click "add to home screen". Then, choose a name for the app and click "add". This can be done on android but instead of the box and arrow button click the three dots in the top right corner and choose add to home screen.

