Get started

Letter Order offers sections designed for information management, to start using the application we will know: "create account", login, "upload documents", and "my profile".

- Create account
- Log in
- Log out
- Password recovery

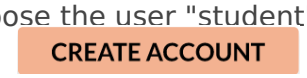
Create account

To start using Letter Order, you need to create an account, and to do so, you must first determine what type of user you will be. If you are in this section, it means that you are interested in creating an "student" account as mentioned on the main login page of the app.

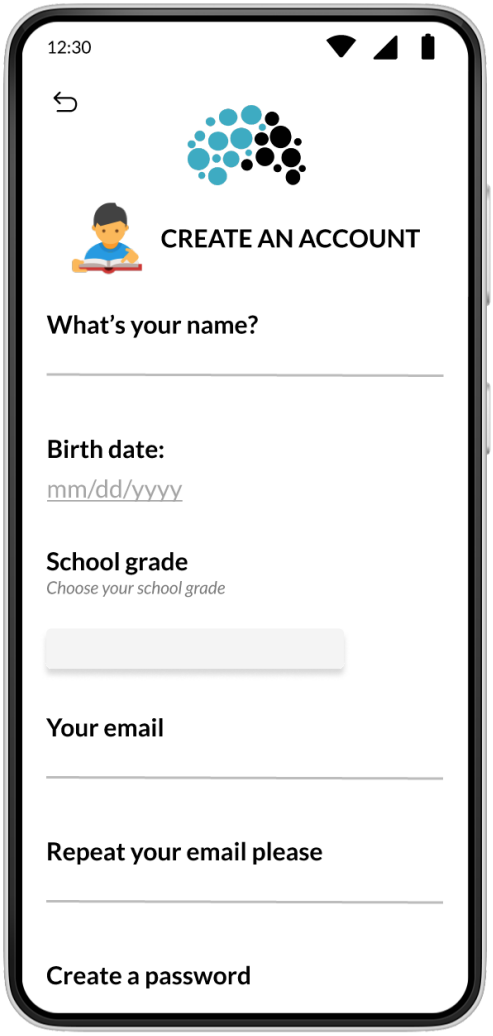
How to create an account

After downloading and installing the app. When you open the app, you will see the option 

this will be your user type.

1. Choose the user "student"
2. Tap 

3. You must fill your personal information.
    - What's your name?
    - Birth date
    - School grade
    - Your e-mail
    - Create a password and confirm it



4. Accept the terms for the creation of your account

   ○ I agree that my personal data will be used by the application for my practices, and will be shared with who will be my tutor

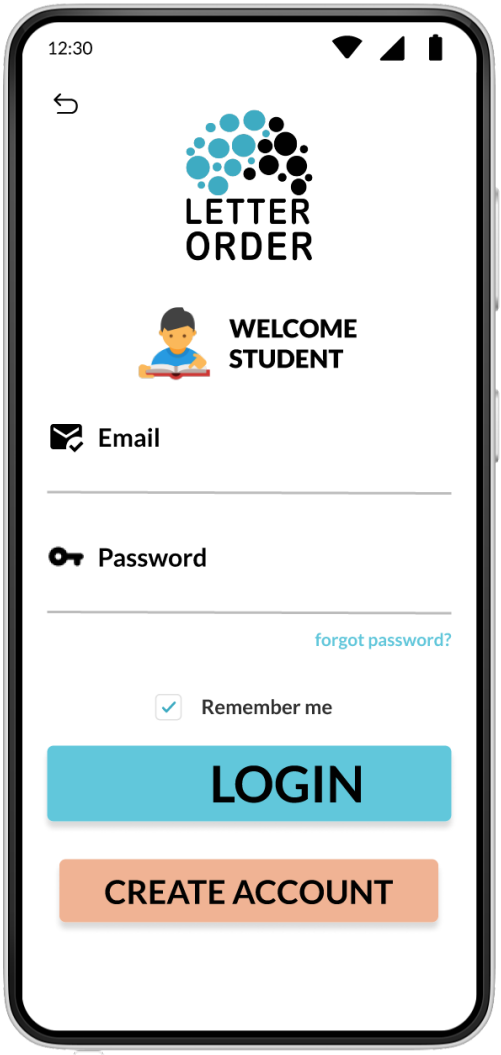
5. Tap the button CREATE IT, if all the data are correct your account creation as an interventionist will be accepted. The legend "*Your account has been created*" confirms that your account has been created.
6. Tap OK and you will now be able to login.

Log in

Once you have created your account as an interventionist, we will log in with the email and password that we previously added when we created our account. If you do not have an account yet, create it.

Log in

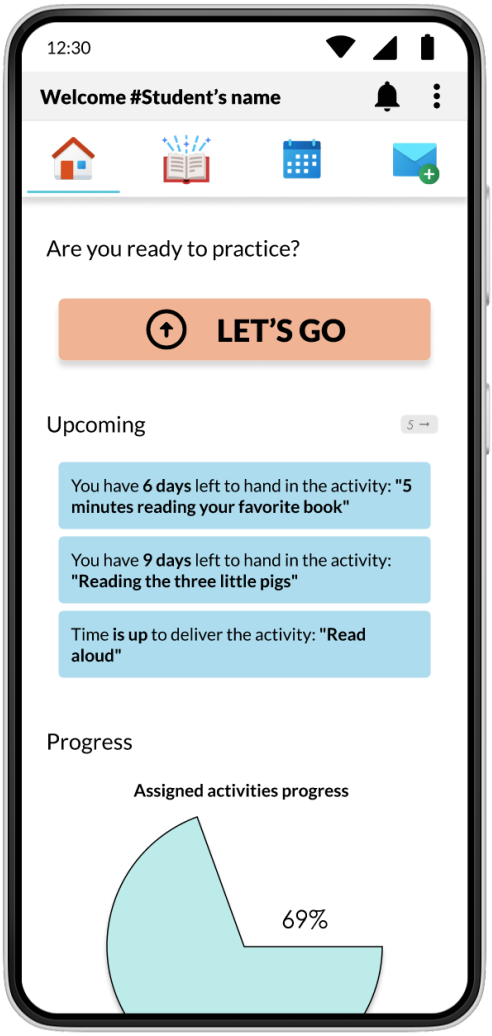
1. Tap STUDENT
2. Enter your previously registered email Email name-example@example.com
3. Enter the password you have created Password (write it down somewhere or save it in a password manager for your convenience).



4. Tap Remember me if you want your account to be remembered when you log into the application and be easily accessible.

5. Tap on LOGIN.

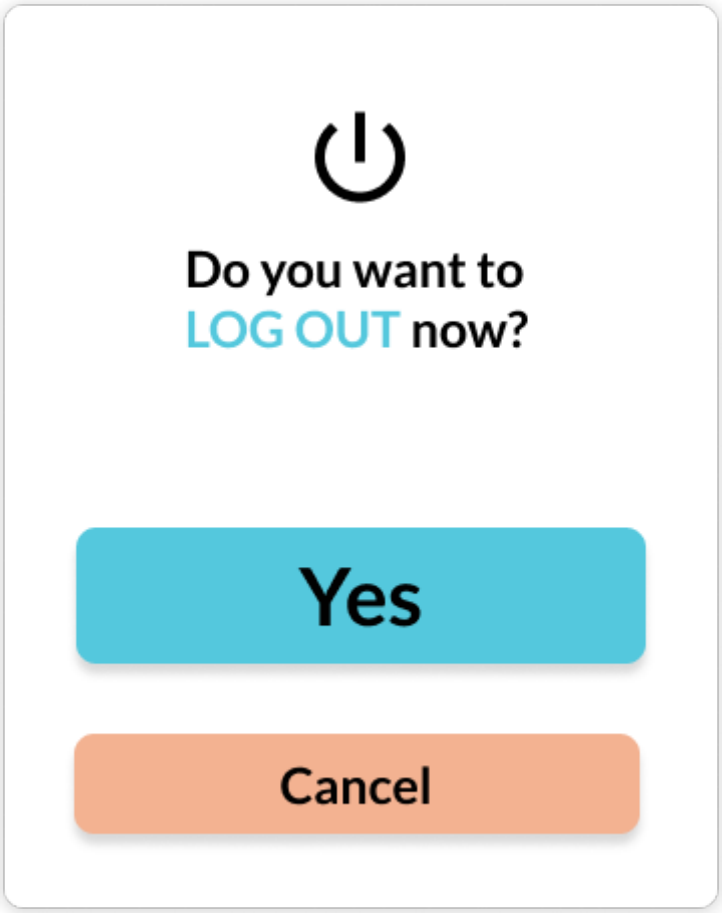
   Now you can start using your account.



Log out

1. Tap on the top right icon with three vertical dots wich is next to the notifications icon .
2. A menu will be displayed, in which you must tap 

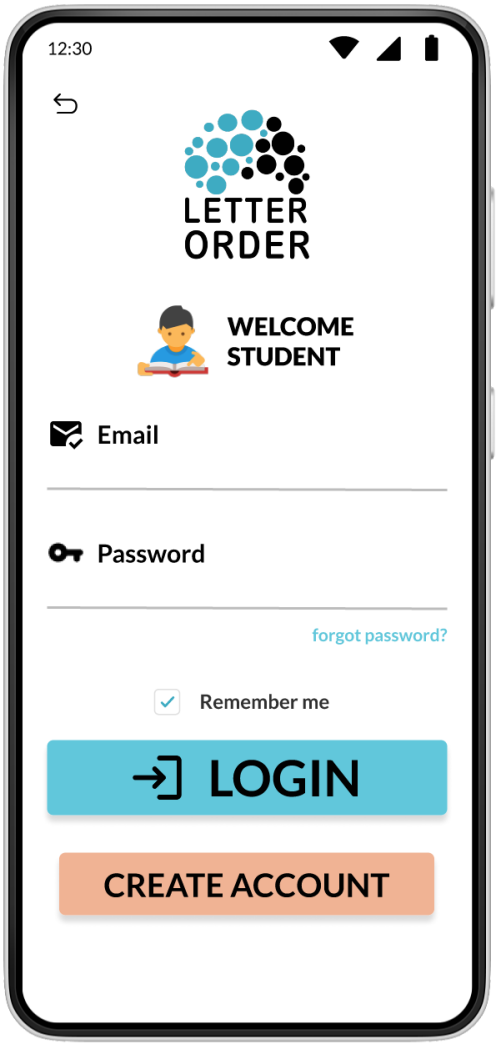
3. In the pop up you have to tap "Yes" if you want to continue or "Cancel" if don't.



Password recovery

If you have forgotten your password...

1. Go to your login



2. Tap forgot password?
3. On the screen that appears, enter your email address Email again.
4. Tap SEND IT
5. A link to securely reset your password will be sent to your registered email address.
6. Once your password has been reset, you will be able to log in to your interventionist account.