

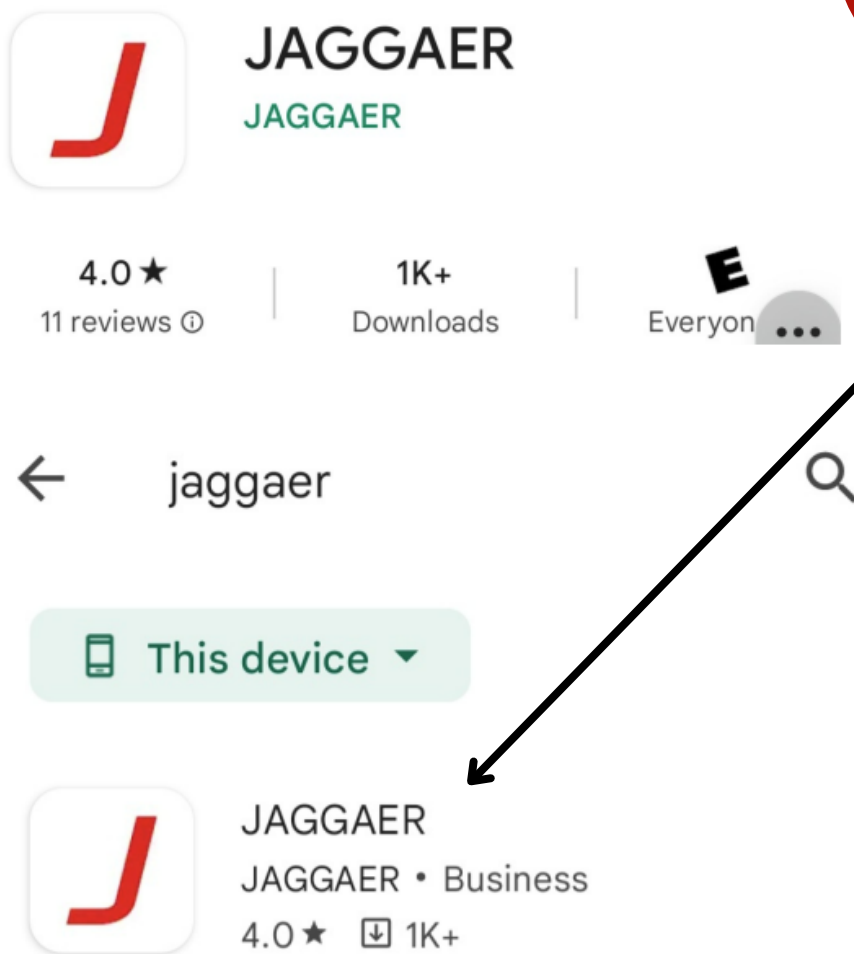
WolfMart Mobile App: Download and Installation Instructions

1

Download the app to your device

Search "Jaggaer" in the App Store (iPhone, iOS 9.0 and up) or Google Play Store (Android)

Make sure to select "Jaggaer", NOT "Jaggaer Advantage" !!



NOTE: Keep your device near your desktop. You will need to go back and forth between them during setup

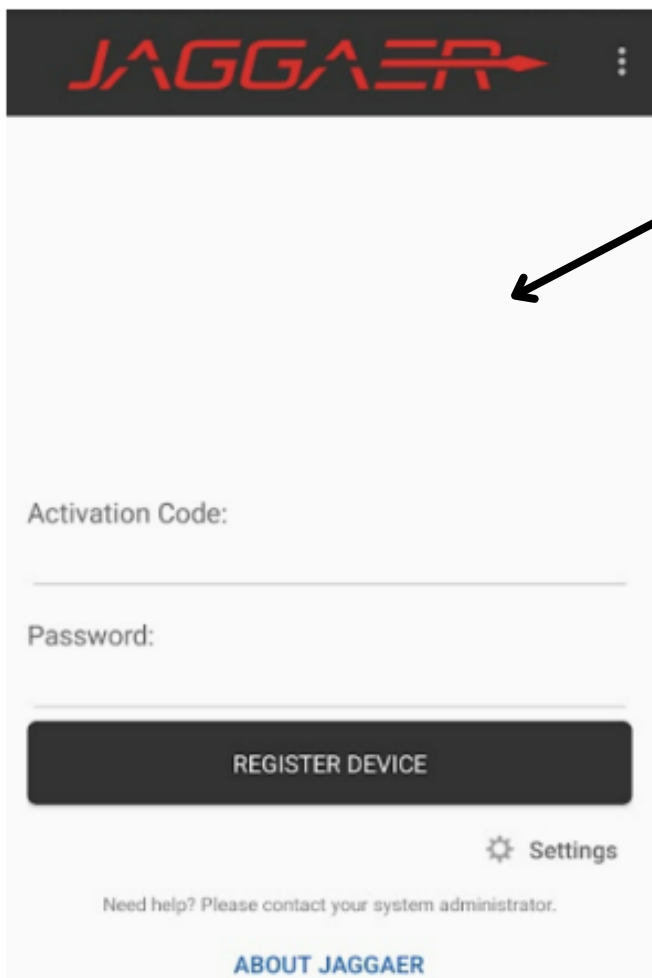
2

Tap "Let's Begin"



3

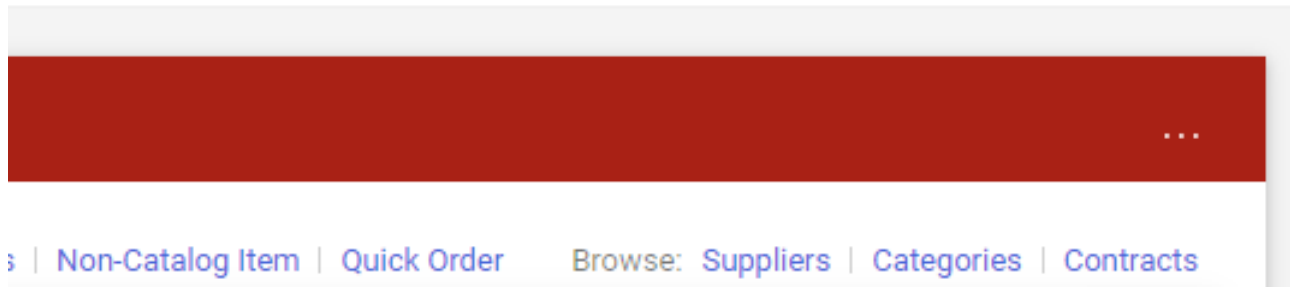
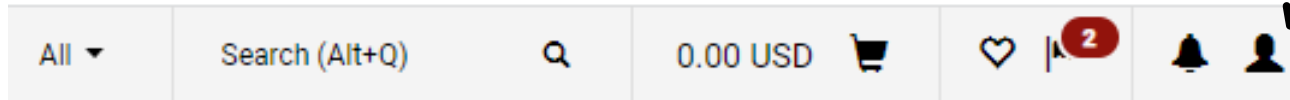
A prompt will appear to activate your device



Steps 4-13 will need to be completed on your desktop

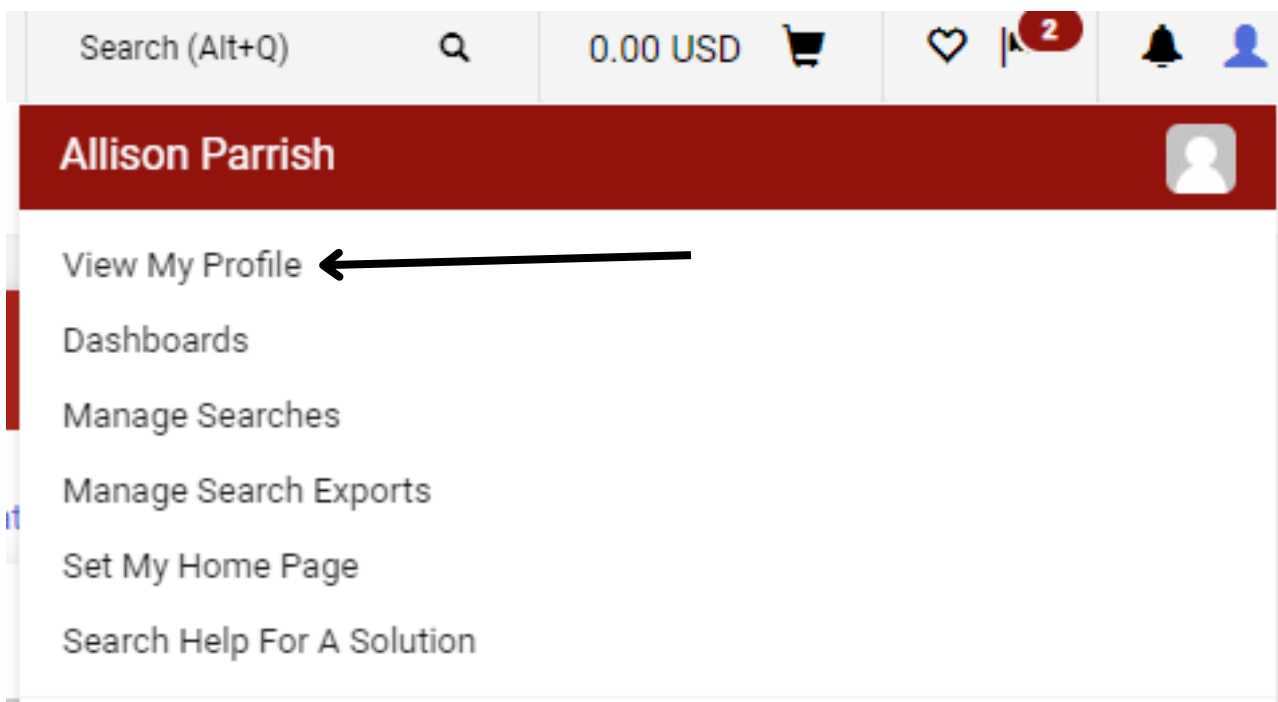
4

From the WolfMart
Homepage, click the
silhouette icon in the upper
right corner



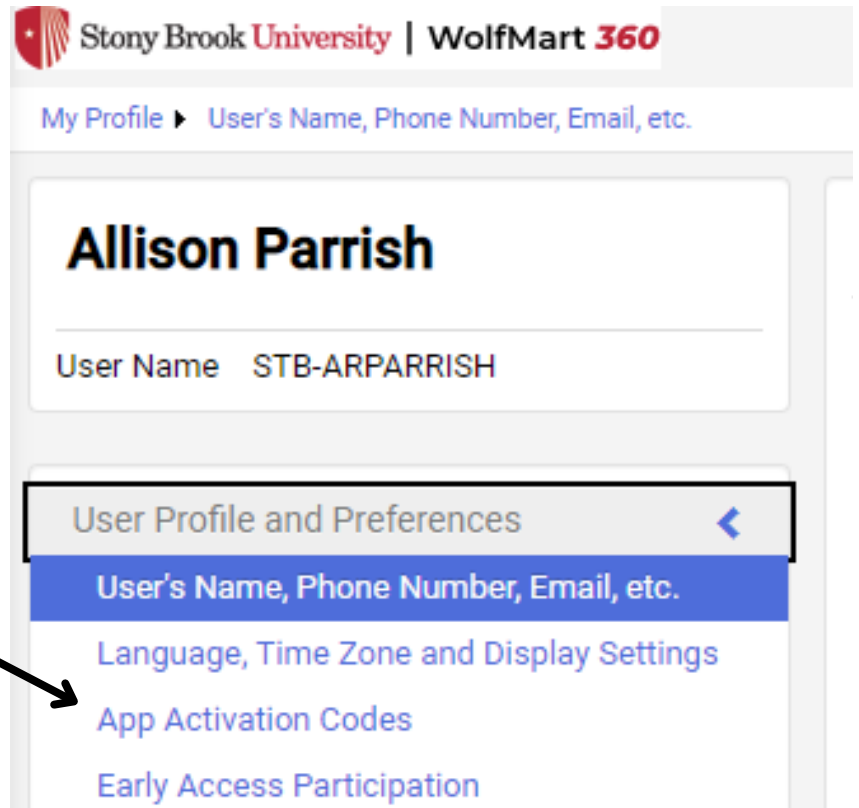
5

Click "View My
Profile"



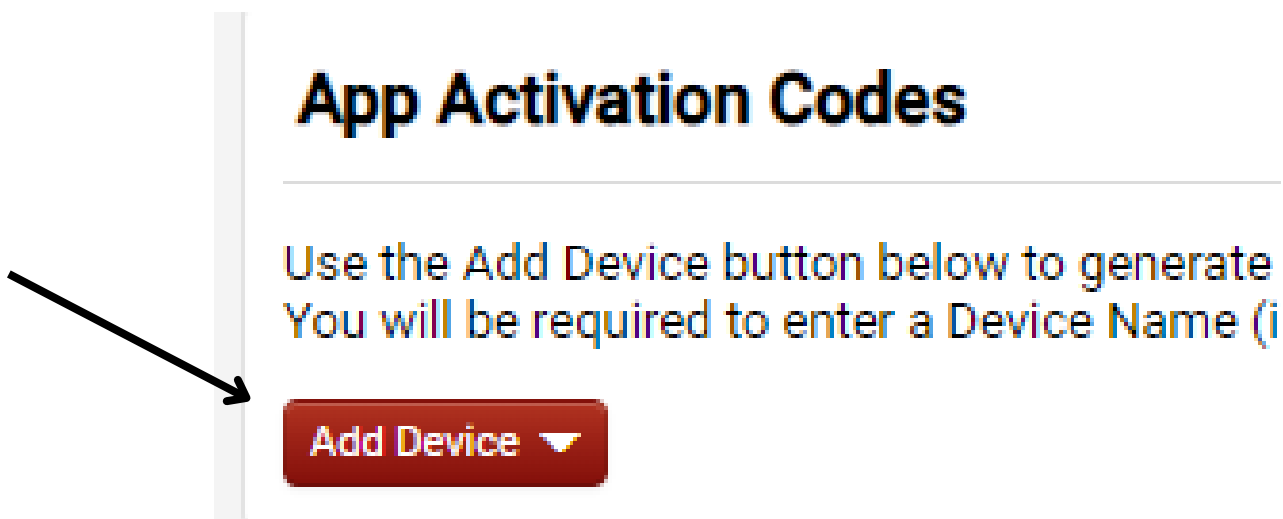
6

Under "User Profile and Preferences" click "App Activation Codes"



7

Click "Add Device"



8

Click "Mobile Device"

App Activation Codes

Use the Add Device button below to
You will be required to enter a Device

Add Device ▼

Mobile Device

Microsoft Word

9

A window will prompt you to
create an app password. Use your
SSO (Single Sign On) password

Create App Password

×

Please create a password that will only be used to log into the Mobile Device or Microsoft Word app.

Note: Passwords are case sensitive. The minimum password length is 8 alphanumeric characters.

App Password *

App Password Confirm *

* Required

Create Password

Close

10

Name the device you are adding (e.g. "My iPhone")

Please create a nickname for this device and choose whether you want to email the user the code. You will be presented with the code on the next screen as well.

Device Name [★]

Email Activation Code to User?

Yes No

[★] Required

Add Device

Close

11

****OPTIONAL STEP**** If you'd like to receive an email with the activation code, click "Yes." The code will display on the screen regardless of what you choose

12

Click "Add Device"

13

A temporary activation code will appear on the screen

Add Device



This code will be used one time to authenticate your device. The code will expire in **72 hours**.

Code

XF53-6DUA

Steps 14-16 need to be completed on your mobile device

14

Enter the activation code on your mobile device

15

Enter your SSO (Single Sign On) password

JAGGAER

Activation Code:

Password:

REGISTER DEVICE

Settings

Need help? Please contact your system administrator.

ABOUT JAGGAER

The mobile app has now been installed and registered on the mobile device



Stony Brook University | WolfMart 360

TEST



Approvals

Take action on documents waiting for approval



Receivers



Action Items

All the important stuff that requires your attention is right here



Notifications

Short notes to notify you of activity in the system