Housing Services

Coord Mobile ID App Instructions

- 1. You MUST be logged into the CMU-SECURE WiFi on your device to utilize this APP.
- 2. Download the CBORD MobileID App from either the AppStore or iTunes; This app is available for both iPhone[®] and Android[®].
- 3. Open the app and enter the following server URL: <u>https://access.housing.cmu.edu/</u>
- 4. For iPhone (see step #5 for Android):
 - a. After entering the server URL, press Authenticate my device. The Login screen will appear.
 - b. Use your Andrew credentials to login and complete Duo authentication.
 - c. Press the Authorize button. Your mobile phone is now ready for use. Skip to step #6.

B Ann Store +++ ♥ \$2+16 PM + < 70% ■0 Back CBORD Mobile ID	🛛 App Store +++0 🖓 12:19 PM	+ + 70% ■>	DUO MOBILE	now
Authorization required	Back CBORD Mobile Carnegie Mellon University		Login request Login request: login.cmu.edu	J
Server URL: Authenticate my device	Web Login AndrewID Password Ugpn Warrig: The URL for this page Marries: The URL for this page Marries: The URL for this page Marries: The Andre Part of the same Marries: The	 E-belp/Pcmu.edu- 	Carrangie Verlies University Senter a Parace Remember me for 30 days	E Settings
Version: 1.9.1		Authorization request CBORD I This application requi account. Auto	Mobile ID Mobile ID™	

- 5. For Android:
 - a. After entering the URL, <u>https://access.housing.cmu.edu/</u>, press OK.
 - b. You will be returned to the settings screen; press the Back function on your phone.
 - c. On the Authentication Required screen, press OK
 - d. From the main screen, swipe the CBORD Button with arrow to the right to authenticate your device.
 - e. Enter your Andrew credentials and complete Duo authentication.
 - f. Press the Authorize button. Your mobile phone is ready for use.

📜 🐨 📶 71% 💼 12:15 PM	🖃 🗢 🛛 🔽 🖬 12:16 PM	🗳 🕺 🗐 🕄 🖬 12:16 PM	🖳 🕴 🗓 🕶 🚽 70% 💼 12:17 PM	
Server URL	Server URL	Server URL https://access.housing.cmu.edu	≡ CBORD Mobile ID 11 :	
Wifi Check Check for WFI enabled	Wifi Check	Wifi Check Check for WiFi enabled	Enter Location CHOOSE	
GPS Check Check for GPS enabled	https://access.housing.cmu.edu	GPS Check Check for GPS enabled		
Select a server To continue using this app, you must select a server from a list or enter a	CANCEL OK	Privacy Policy https://www.cbord.com/about/privacy	Authentication Required To continue using this app, you must log into your web account and	
Valid ut. CHOOSE SERVER CANCEL ENTER UR	CBCRD Mobile ID Version 1.91 rev 118	CBORD Mobile ID Version 1.9.1 rev 118	authorize this app.	
	qwertyuiop			
	asdfghjkl ∯zxcvbnm 43		cbord	
	©1# 🍎 🛄 Öore		Swipe to authenticate	
Enter Location	cHoose		ousing.cmu.edu/<	
Web Login		Autorization re	cBoRD Mobile ID ¹⁶	
		CBOR		
	AndrewiD Password	This application account,	requires access to your	
	Login Warring: The URL fo	or this page should begin with love not, do not fill in any information,	Authorize	
	and report this	site to 8-help/licity, edu	OPD Sruup, Inc. All rights reserved.	
(cbord				
Swipe to authen	ticate			
\triangleleft	0 🗆 🗸	0 🗆 🗠	0	

6. From the main screen, select the "Choose" button.



7. Select your location, then select GO.



8. For room doors with pin pad: You will then receive a 6-digit code to enter on the door. **On the door pin** pad, you must press # (pound key) then your 6-digit code.



9. For main entrances where a pin pad is not present on the lock, no code is required and the door will unlock after go is selected.

Troubleshooting

- Contact Housing Services (<u>housing@andrew.cmu.edu</u>) with information about the issue you are experiencing and a screen shot (if possible) of any error messages you may receive while utilizing this app.
- If you are locked out during business hours (Monday-Friday 8:30am-5:00pm) and this application is not working for you, please contact Housing Services at 412-268-2139 or by visiting us at 4700 Fifth Avenue within the Residence on Fifth Residence Hall.
- If you are locked out after business hours and this application is not working for you, please contact University Police at 412-268-2323 to gain access to the space and also email Housing Services (housing@andrew.cmu.edu) to report to issue or error you are experiencing.