**Lead Form:**   **ASRM 2024 - Lead Form - 2**

**Install Code:**   **DB7571**

# Installation Instructions

## Step 1 – Download the iCapture Powerscan app from the **Apple App Store** or the **Google Play Store**

## Step 2 - Install your iCapture Lead Form

1. Touch "Enter Install Code"
2. Enter the Install Code ( **DB7571** )
3. Update your device name. Include FIRST NAME and LAST NAME
4. Touch Validate

## Step 3 - Capture Data

1. Open the Event Lead Form by touching " ASRM 2024 - Lead Form - 2 "
2. Touch the green + **Capture** button at the bottom
3. Make the relevant selections for Capture mode and Questions
4. Touch Submit New Capture to send data

## Step 4 - Upload Data from Device

When connected to WiFi or Internet, leads will sync automatically.

When capturing leads in offline mode, the leads will appear as "captures waiting to upload" and data will be stored on the device. Follow instructions below:

1. To upload and sync your leads: Be sure the device is connected to the internet
2. Open the iCapture PowerScan App
3. Look at the top of the main menu at "Captures Waiting to Upload". If there is a count, the device is holding data.
4. Once the internet connection is established, the leads will automatically sync.
5. After the sync is complete, you will see "Captures Sent Today"

**Need help?**

- Please contact the event manager from your organization - OR - iCapture via email at support@icapture.com