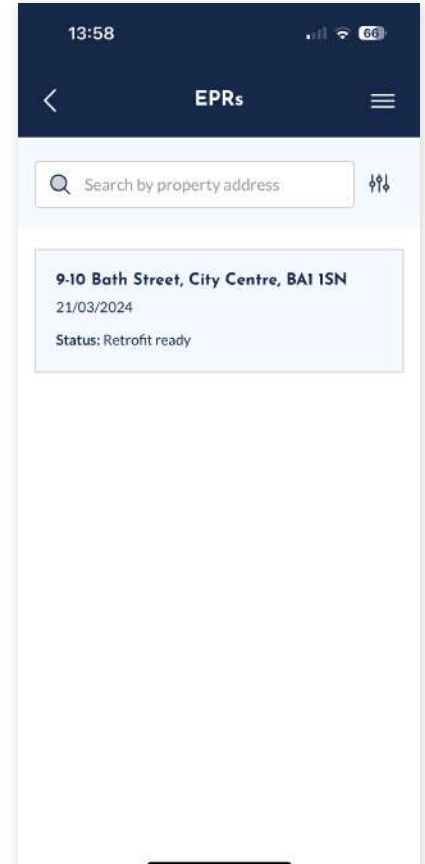
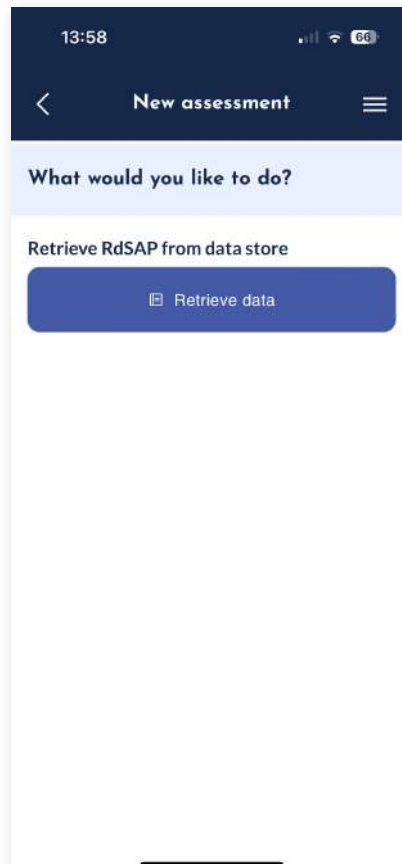
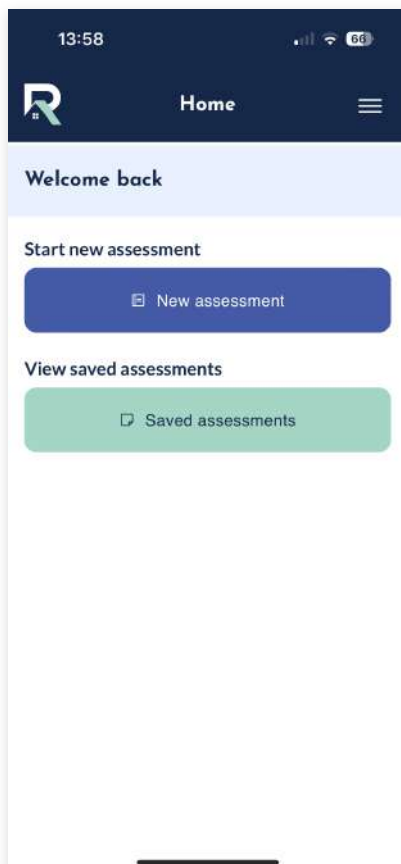


Trial guide:

Great news.. you've downloaded Retrofit Swift and you are ready to trial the software. Here is a step-by-step guide on what to do next:

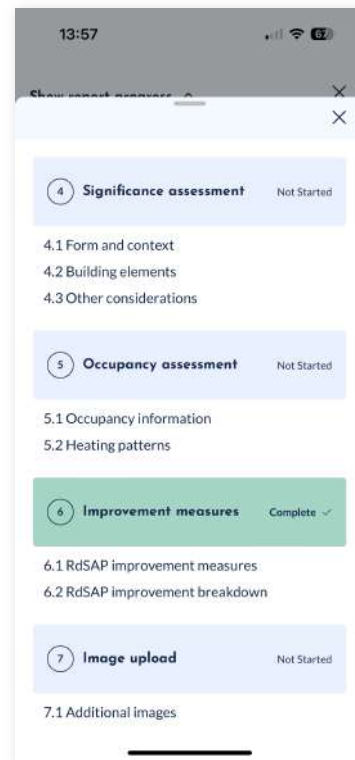
- **Login using the details given to you in the trial email.**
Access details
- **Once logged in click "new assessment" and then "retrieve data"**
 - The trial has been pre-loaded with 3 test EPRs for you to use. However, when using the software when accredited, this will be your own EPR store.
 - EPRs are created using the Quidos Desktop (iQ-Energy) or Quidos Mobile (iQ-Energy) RdSAP software.



- Once you have imported the EPR, take a look at the **“show report progress bar”**

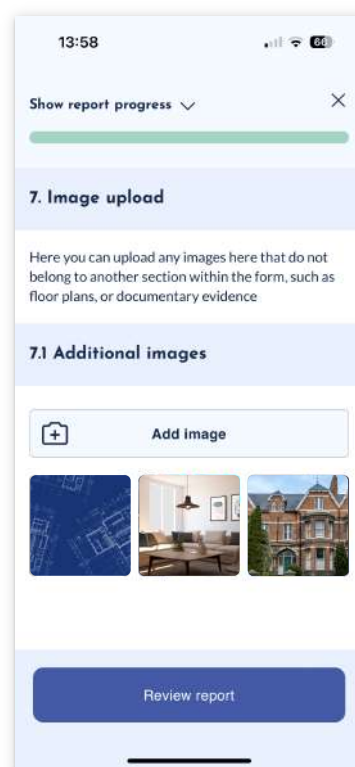
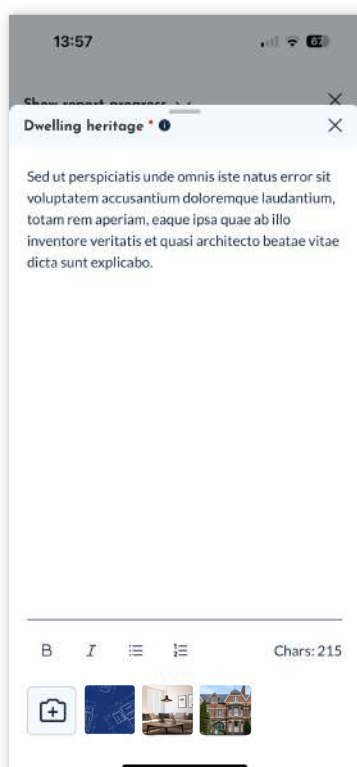
- Here you will see all of the data required to be filled out.

- Improvement measures will be complete as this is taken from the EPR already imported.



- Fill out each section making use of the rich text editor and photo storage in each section.

- Review your report and upload.



- Once uploaded, preview your assessment
- o In the trial version, you will only see the RFA PDF.

Once accredited, you will see all of your RFA documents including:

- EPR & Site Notes
- RdSAP XML
- SAP Worksheet

All of these documents and more can then be sent to your Retrofit Coordinator. (This cannot be done in trial)

