

# Starting and Logging into Policebook

## Starting PoliceBook

To start Policebook, you have the following options:

1. Use the provided desktop shortcut on your computer to start PoliceBook.
2. Go into the Start Menu and find the PoliceBook program under the "P" section.
3. Search "Policebook" in the Search Box.

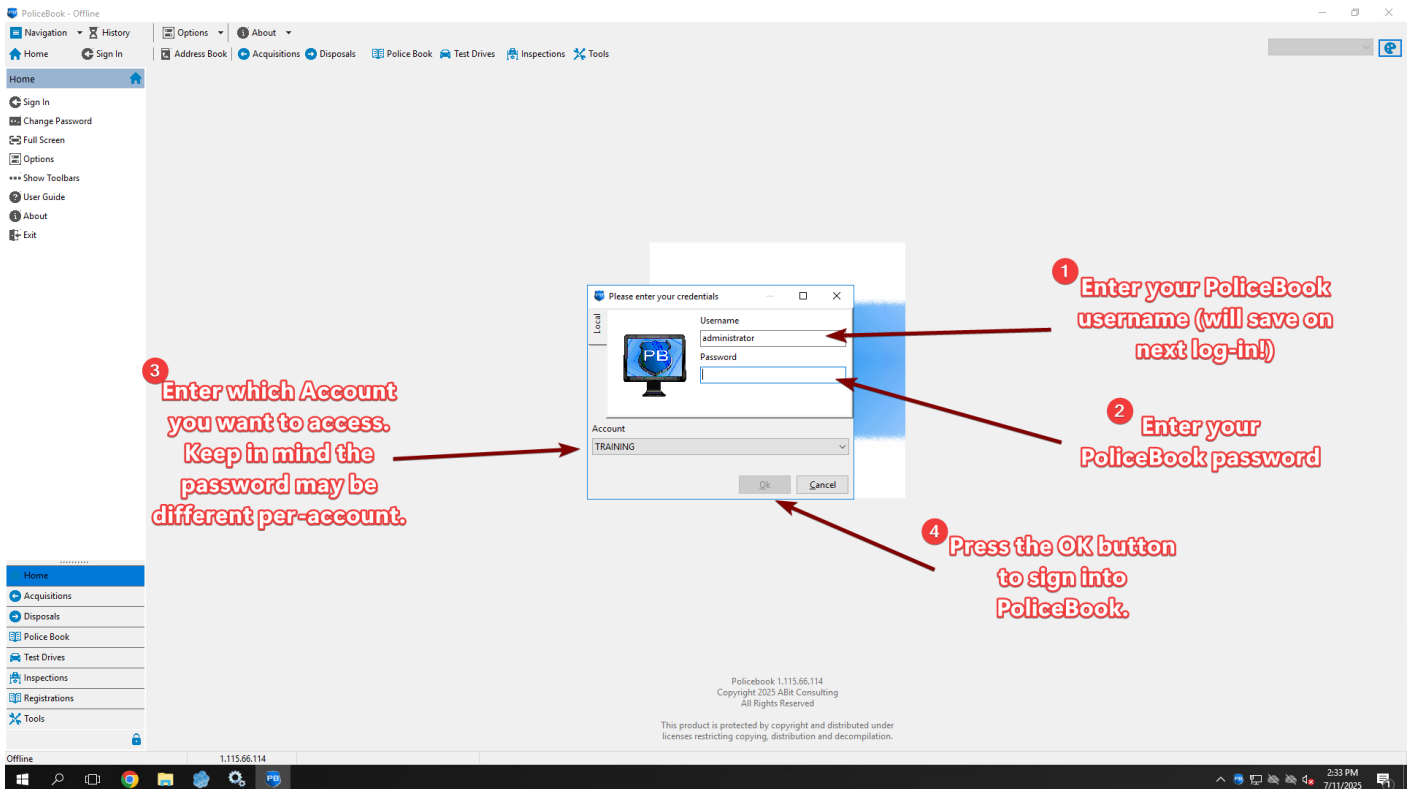


## Logging into PoliceBook

When you start PoliceBook, you will be shown a pop-up window to log into the application.

Your PoliceBook **username** and **password** is provided by your IT support. The **account** section will only appear if you are a part of multiple accounts for your Policebook site. Please pick the

account that is best suited for your current use. You can switch between accounts once you have signed into the application.



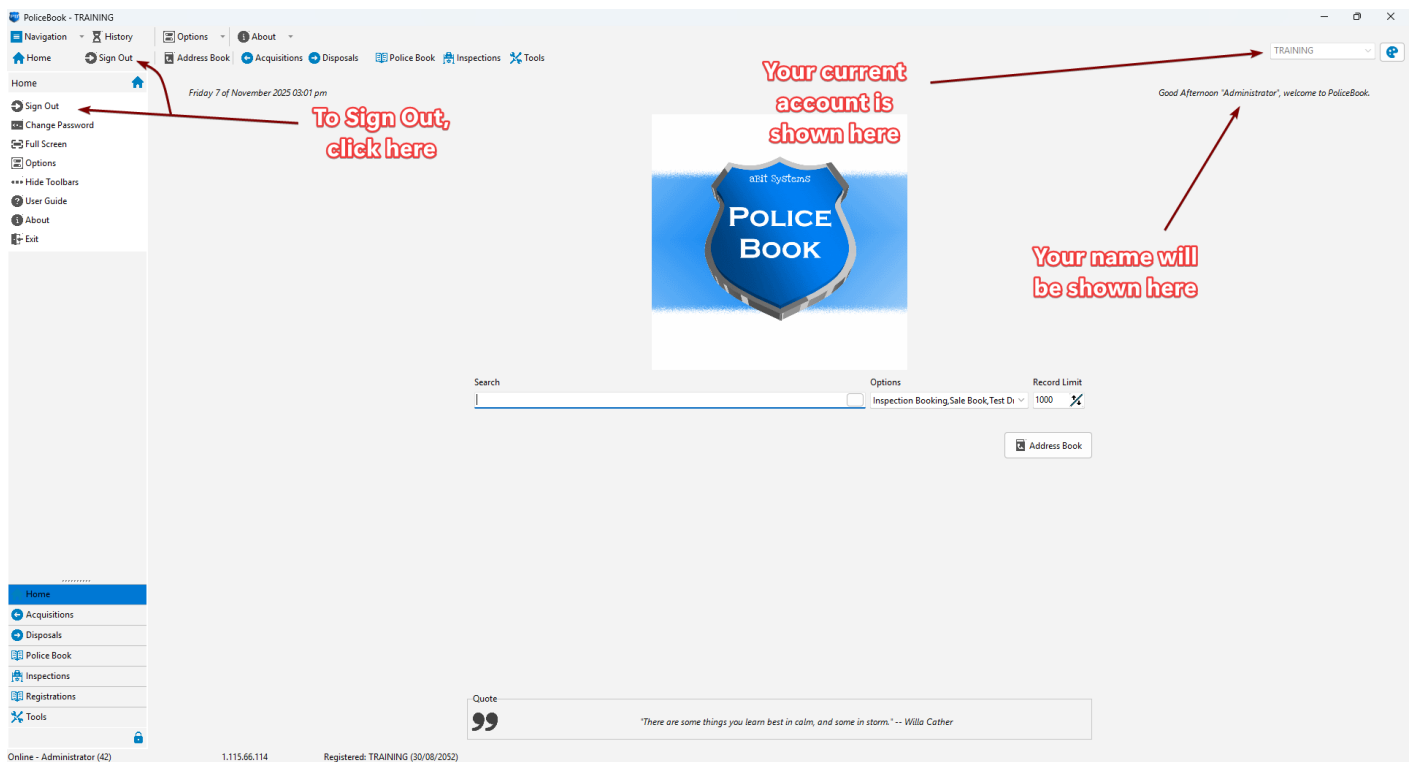
If you closed the pop-up, you can still sign in by pressing the 2 buttons at the top-left of the screen called "Sign In".



After a successful sign-in, you will be greeted by the front page of PoliceBook. You will be able to see the current account at the top-right corner of the application, with a greeting message below

showing who is signed into the application currently.

To sign out, you can go to the left sidebar or the top bar.



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