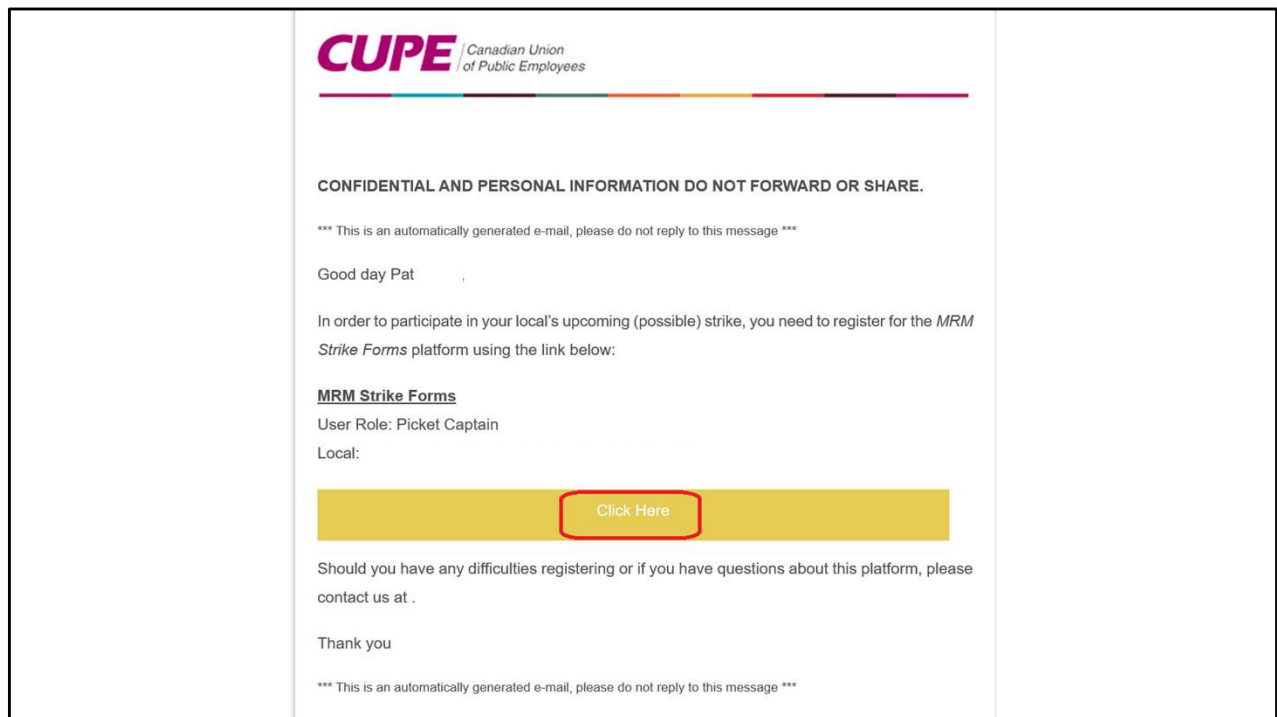


MRM-Strike Forms Tutorial

Creating your account on a PC or Mac



Hi and welcome to this short tutorial on how to use CUPE's Member Relationship Management system for your upcoming (possible) strike. My name is Isabelle Dault and I work in the Union Education Branch at the National Office. We've devised this tutorial in the hopes of getting you comfortable in creating an account in MRM-Strike Forms which will allow you to participate in the strike electronically.



It all starts with an email. You should receive one that looks something like this. Click on Click Here.

CUPE-SCFP

User Details

Please provide the following details.

Verification is necessary. Please click Send button.

Email Address

Send verification code

Name

Alana Stanko

First Name

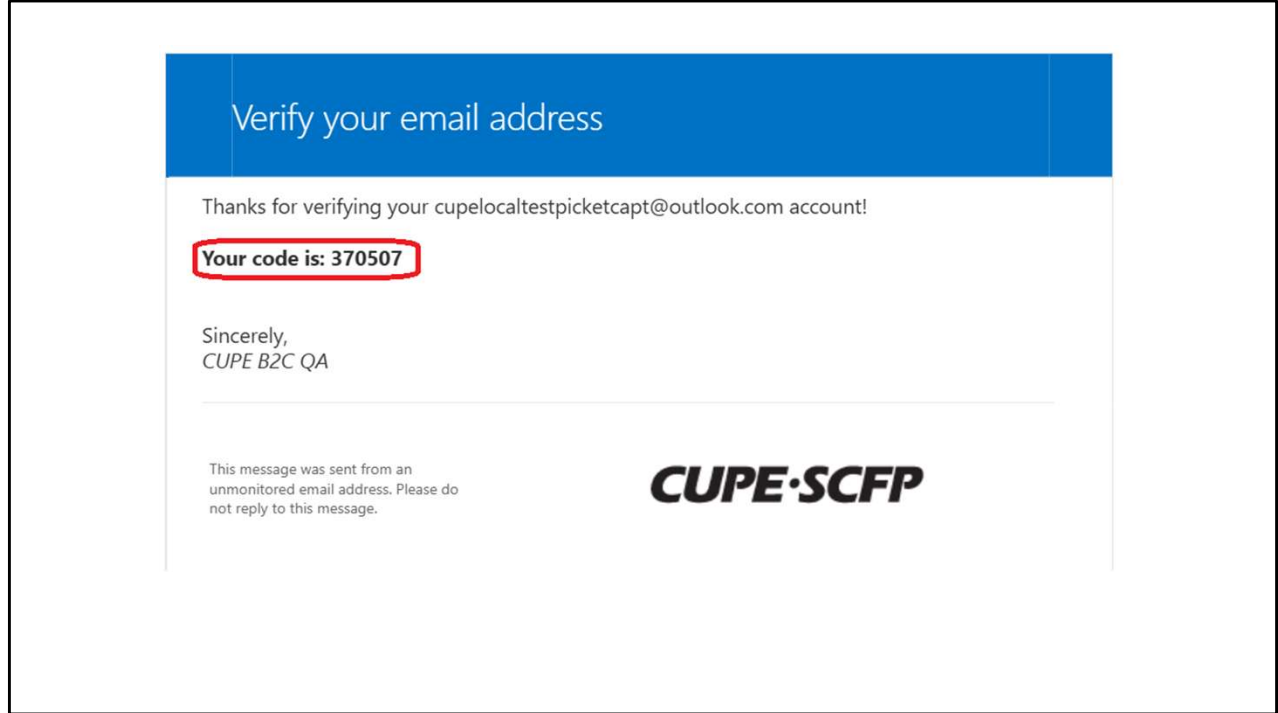
Alana

Last Name

Stanko

Continue

Enter your email and then click on Send verification code. Your name will automatically appear in the greyed out areas.



You should receive an email that looks something like this. It will contain a 6-digit verification code that you can copy.

< Cancel

CUPE-SCFP

User Details

Please provide the following details.

Verification code has been sent to your inbox.
Please copy it to the input box below.

Email Address

cupelocalTestPicketCapt@outlook.com

370507

Verify code

Send new code

Name

Alana Stanko

First Name

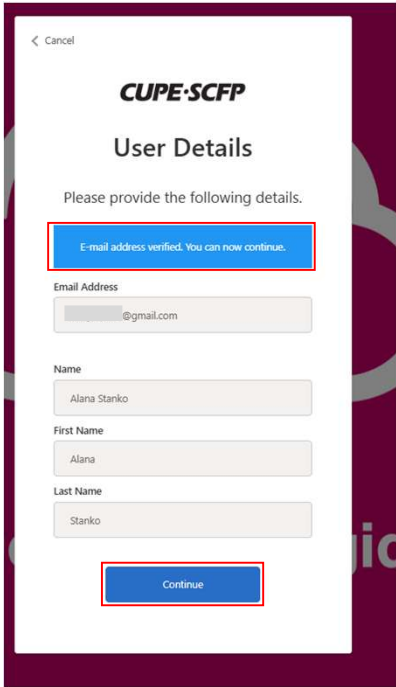
Alana

Last Name

Stanko

Continue

Then return to this screen to input or paste the code. Click on “Verify code”. If you did not receive the verification email within 5 minutes, click on Send new code.



A screenshot of a mobile application interface for CUPE-SCFP. The screen is titled "User Details" and prompts the user to "Please provide the following details." A blue message box at the top states "E-mail address verified. You can now continue." Below this are input fields for "Email Address" (containing "@gmail.com"), "Name" (containing "Alana Staniko"), "First Name" (containing "Alana"), and "Last Name" (containing "Staniko"). A blue "Continue" button is at the bottom. The entire form is set against a dark maroon background with a faint circular logo.

< Cancel

CUPE-SCFP

User Details

Please provide the following details.

E-mail address verified. You can now continue.

Email Address

@gmail.com

Name

Alana Staniko

First Name

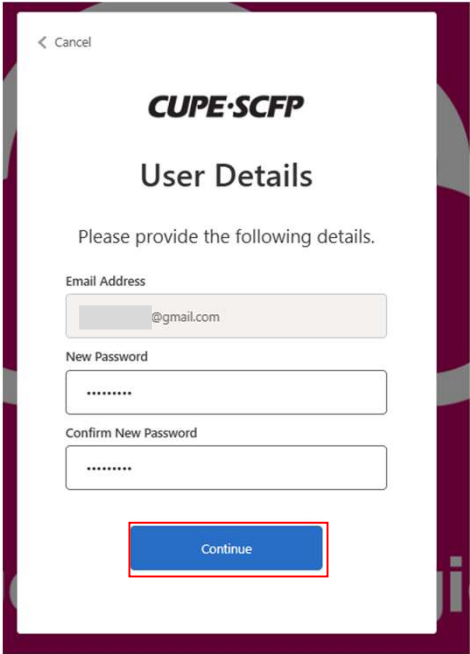
Alana

Last Name

Staniko

Continue

Then you should see this. Click Continue.



A screenshot of a mobile application registration screen for CUPE-SCFP. The screen has a white background with a maroon border. At the top left is a back arrow and the word "Cancel". The CUPE-SCFP logo is centered at the top. Below it is the title "User Details". A prompt "Please provide the following details." is centered. There are three input fields: "Email Address" (containing a masked email), "New Password" (with asterisks), and "Confirm New Password" (with asterisks). A blue "Continue" button is at the bottom, highlighted with a red border.

< Cancel

CUPE-SCFP

User Details

Please provide the following details.

Email Address

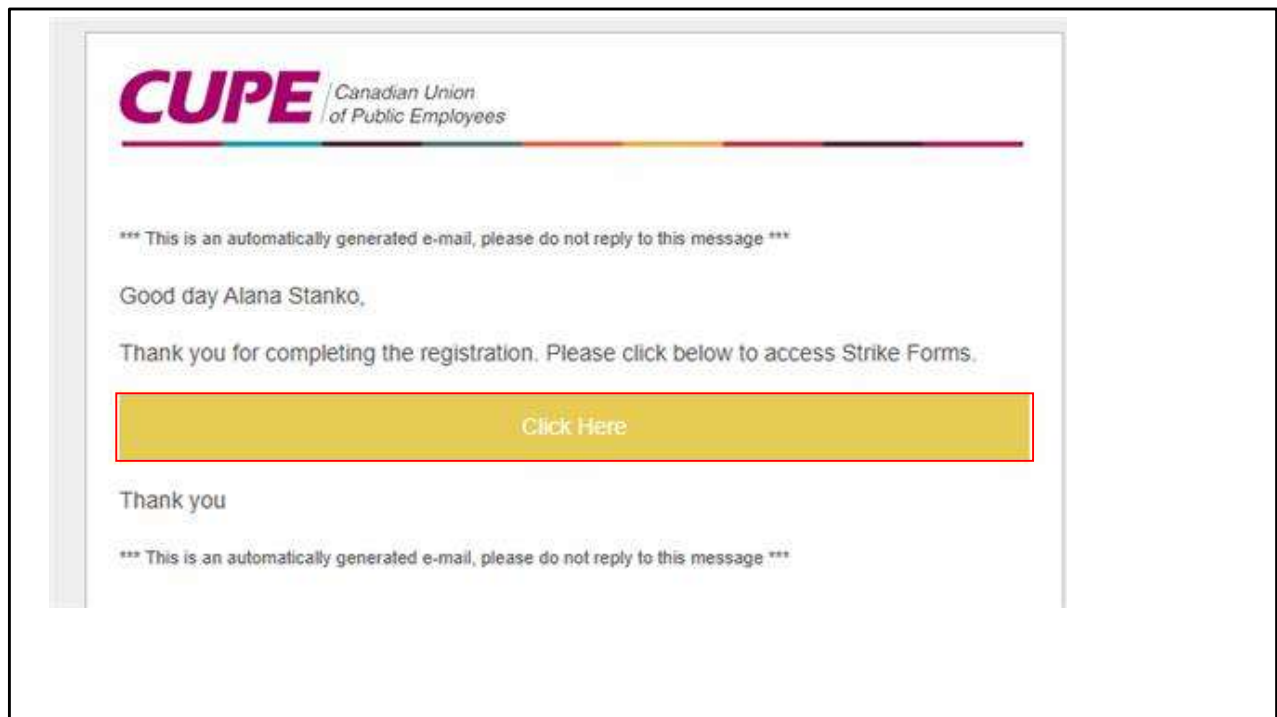
@gmail.com

New Password

Confirm New Password

Continue

Then we want you to create a password for your account. When complete, click on Continue.



The last step will be receiving an email from CUPE MRM that gives you a link to MRM-Strike Forms for easier login.

Desktop Dashboard

CUPE-SCFP

*** TEST SITE ***

Minimize

Strike Forms

Dashboard

My Timesheets

Strike Calendar

Strike Locations

Show my QR Code

Tuan's Strike Demo Active

Local Union #

Employer

Strike Commencement Date

Local strike benefits committee structure and position

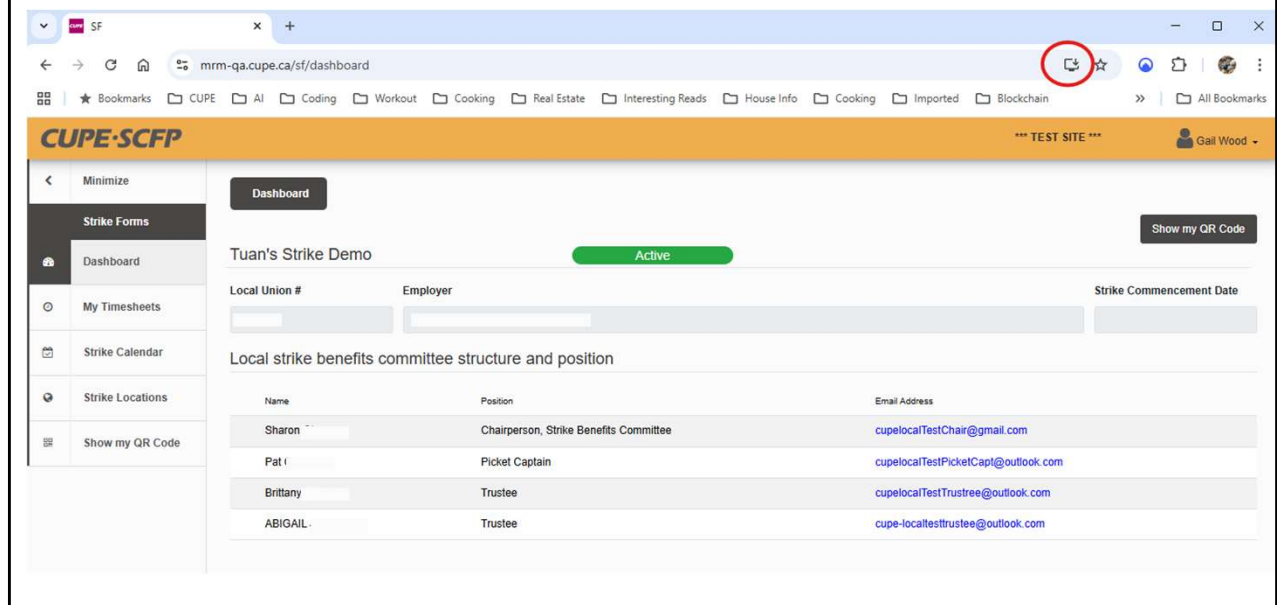
Name	Position	Email Address
Sharon	Chairperson, Strike Benefits Committee	cupelocalTestChair@gmail.com
Pat	Picket Captain	cupelocalTestPicketCapt@outlook.com
Brittany	Trustee	cupelocalTestTrustee@outlook.com
ABIGAIL	Trustee	cupe-localtesttrustee@outlook.com

Show my QR Code

Gail Wood

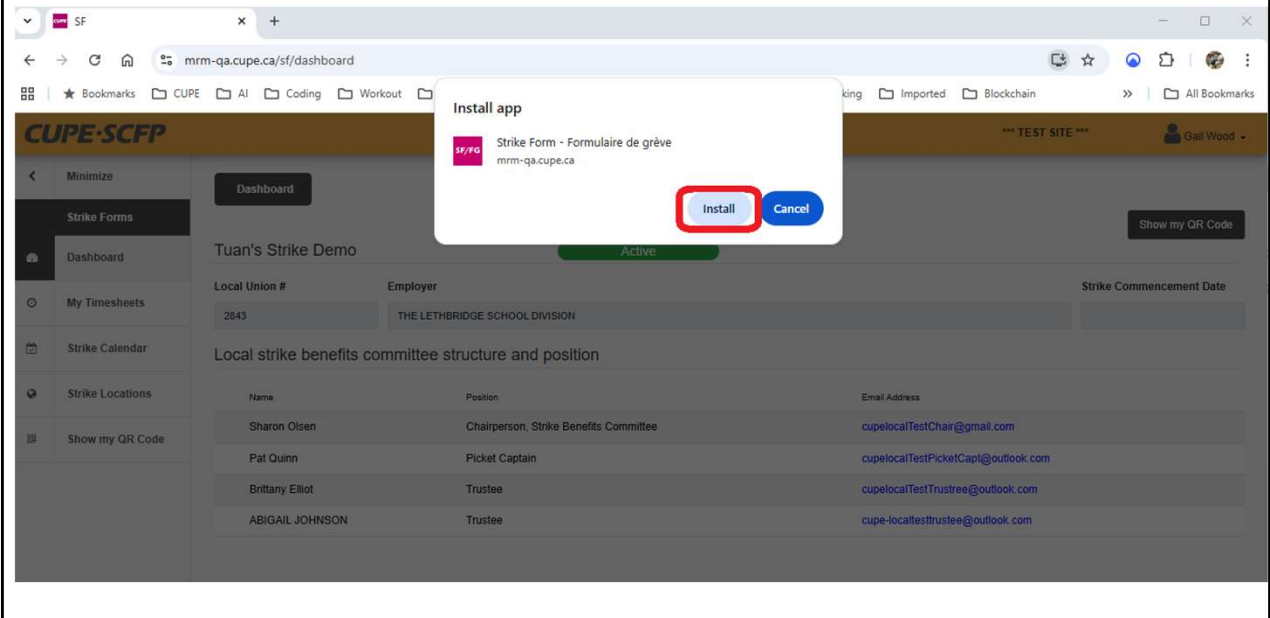
You can continue to use the link in the email to access Strike Forms or you can create an app on your computer that remembers your username and password and allows you to sign in and out of the picket line seamlessly. The following presentation will show you step by step instructions on how to do this on your Chrome, Edge, Firefox and Safari browsers.

Desktop App Creation Process - Chrome



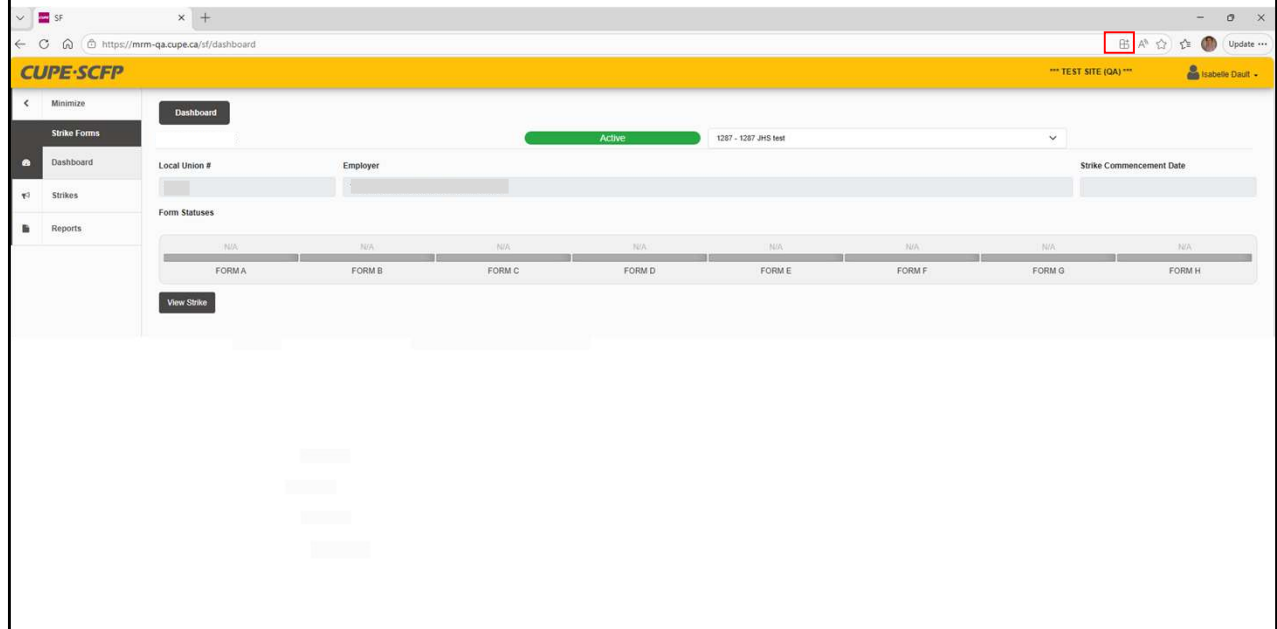
In Chrome, on the right of your address bar, click the icon that has a little arrow.

Desktop App Creation Process - Chrome



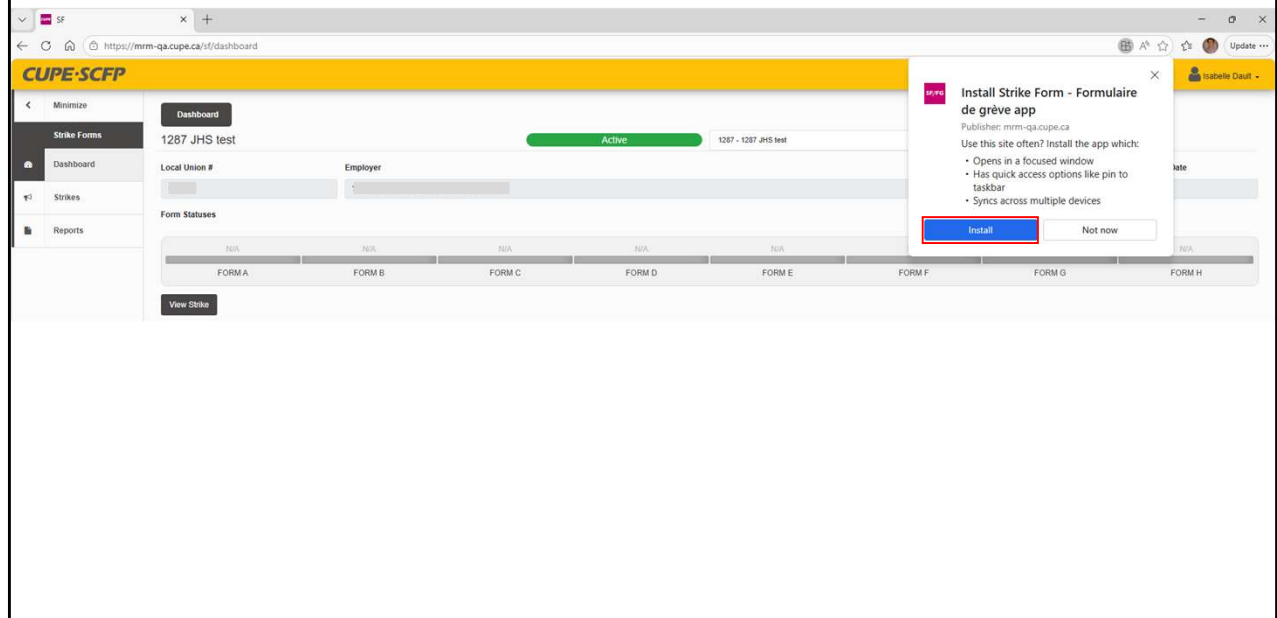
Now click on “Install”. You should now see the Strike Forms logo on your desktop.

Desktop App Creation Process - Edge



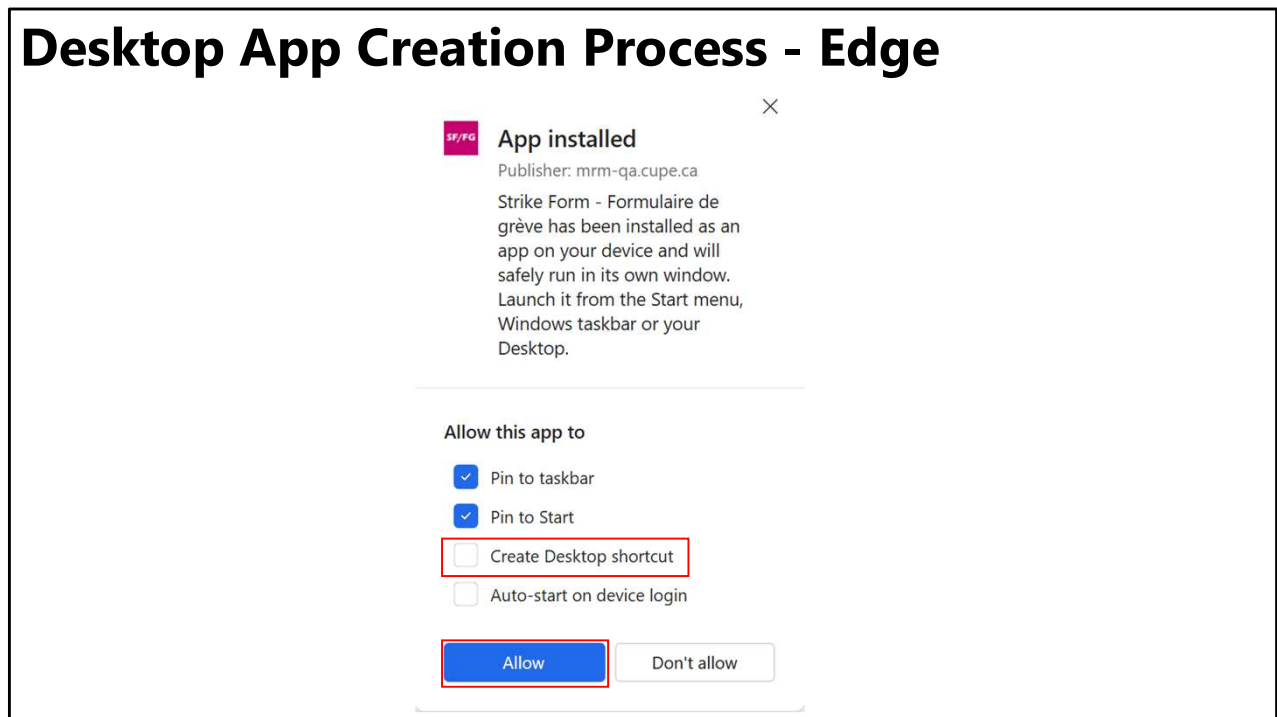
In Edge, on the right of your address bar, click the icon that looks like Tetris with a + sign.

Desktop App Creation Process - Edge



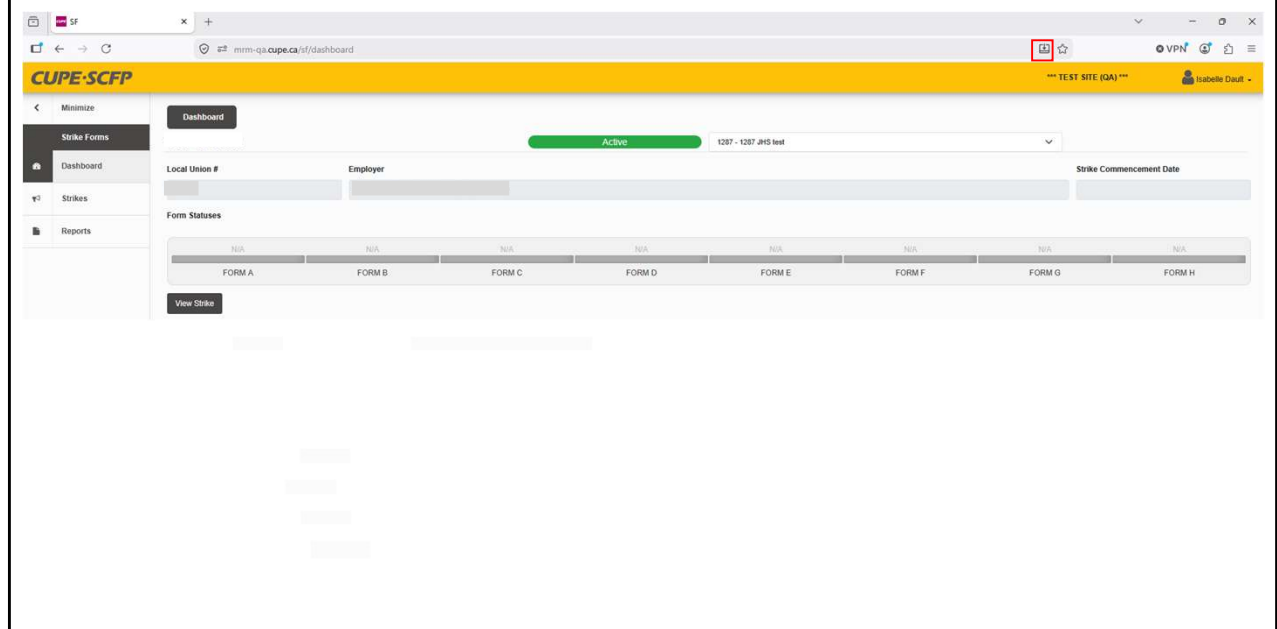
Now click on “Install”.

Desktop App Creation Process - Edge



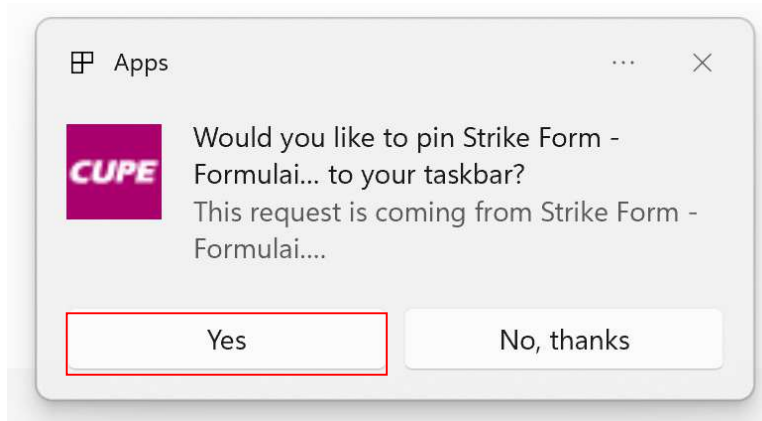
Make sure to select Create Desktop Shortcut and then click Allow. You should now see the Strike Forms logo on your desktop.

Desktop App Creation Process - Firefox



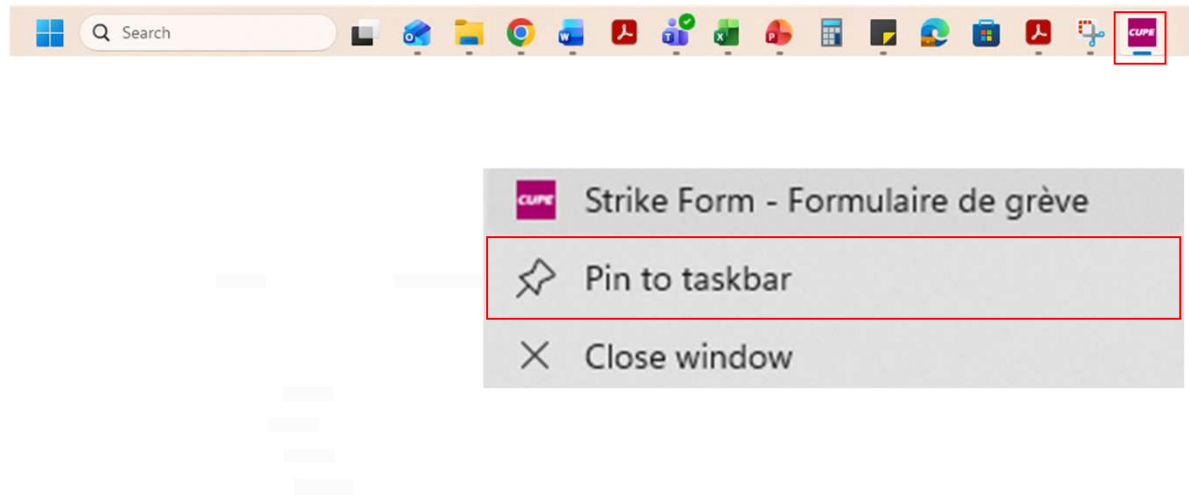
In Firefox, on the right of your address bar, click the icon that looks like a computer with an arrow pointing down.

Desktop App Creation Process - Firefox



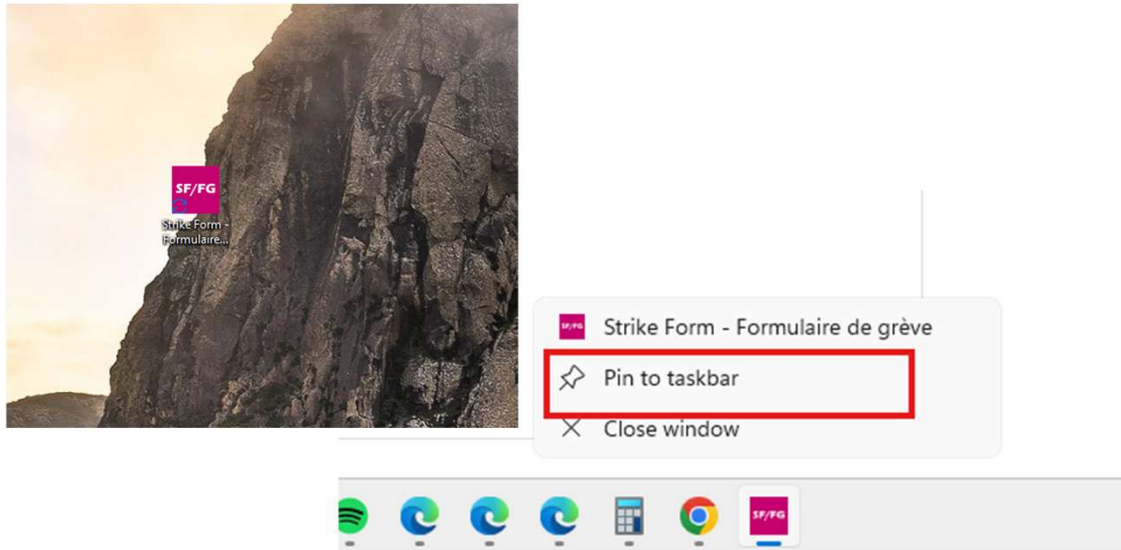
When the pop-up appears, click Yes.

Desktop App Creation Process - Firefox



From your toolbar, right click on the CUPE logo and select Pin to taskbar.

Desktop App Creation Process - PC



On a PC, once your app is open it will show up on your toolbar where you can right-click on it and Pin to taskbar.

Desktop App Creation Process – Mac – Safari

On Mac (macOS Sonoma or later)

1. Open **Safari** and go to the webpage you want to use as an app.
2. From the top menu bar, click **File > Add to Dock**. Alternatively, you can click the **Share** button in the Safari toolbar and choose **Add to Dock**.
3. Type the name you want to use for your web app and click **Add**.

You should now see the Strike Forms logo on your dock.

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We hope this tutorial has been useful for you. We wish you the best of luck in your upcoming strike. Solidarity!