

From receipt capture and coding, to approvals and reconciliation, the Fraedom Expense app makes it simple for you to complete all your expense tasks on the move.


## Download the app

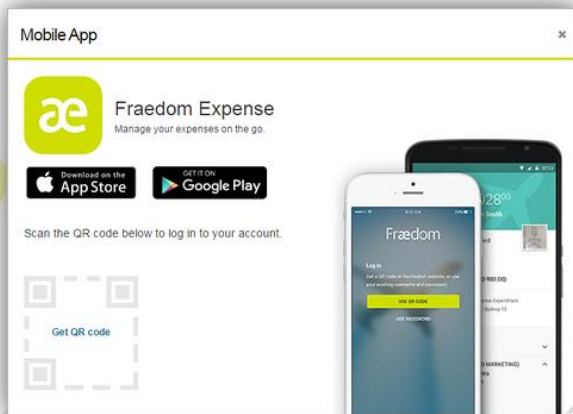
The Fraedom app is available for both Apple and Android devices. Download it by searching 'Fraedom'.



## Log in

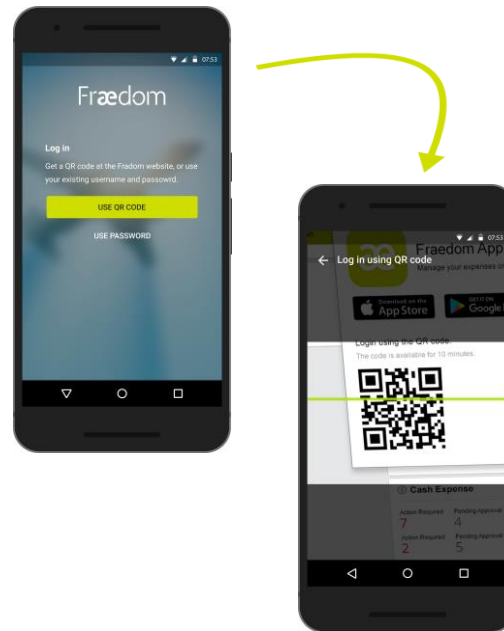
The first time you log in to the Fraedom app you will be asked to register it against your profile. Follow these 3 easy steps:

- 1 Log into the Fraedom website on your mobile device, open the user settings menu  and select 'Mobile App'



- 2 Click 'Get QR Code' to generate your unique account barcode.

- 3 Launch the Fraedom app on your mobile device and select 'Use QR Code' to scan the code generated on the website.



Already know your username and password?

If you usually log in to the Fraedom website with your username and password you can select 'Use Password' when you launch the app to skip the process above.

## Create a PIN

We recommend creating a PIN for your device so you can log in to the Fraedom app quickly next time.

Your PIN needs to be 5 digits long and can be managed from within the settings menu in the app.

## Manage your devices

You can log into the Fraedom app on multiple supported devices, each will be registered under your user settings menu so you can manage the devices you want to grant access to.

To view and manage your devices select the  User Settings menu > Personal Settings > Mobile Devices

Mobile Devices			
You can register another device via the <a href="#">Mobile App</a> window.			
Device name	Registration date	Last login date	
2degrees LGE Nexus 5	03 Jul 2016	-	<a href="#">Remove</a>
Huawei Nexus 6P	03 Jul 2016	03 Jul 2016 21:28:29	<a href="#">Remove</a>
Skinny HUAWEI ALE-L02	04 Jul 2016	-	<a href="#">Remove</a>

## Expense Listing

## Expense Details

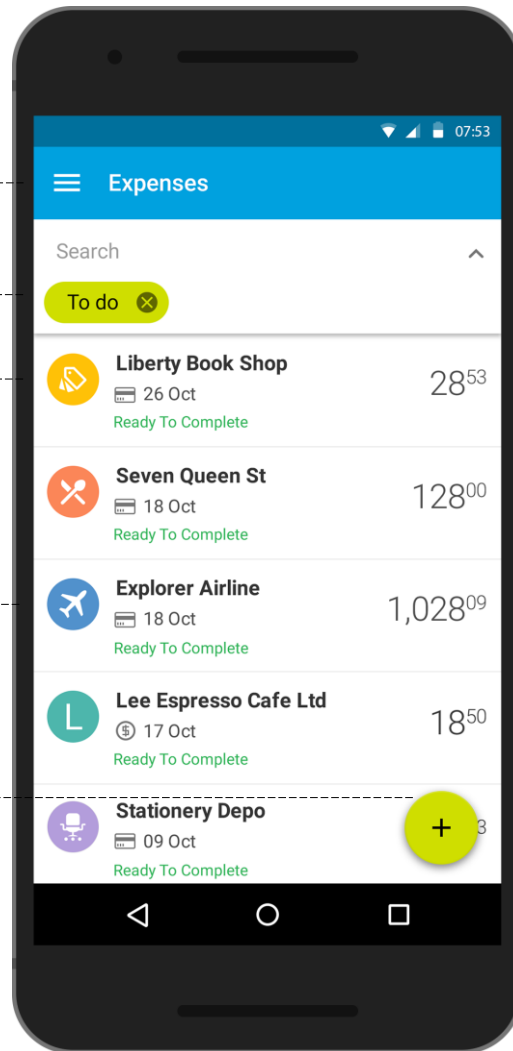
Select the Menu icon to access more features

Filter your expenses to find the one you're looking for quickly

Use the icons to easily identify your type of spend

Key information at a glance

Snap receipt photos quickly and easily

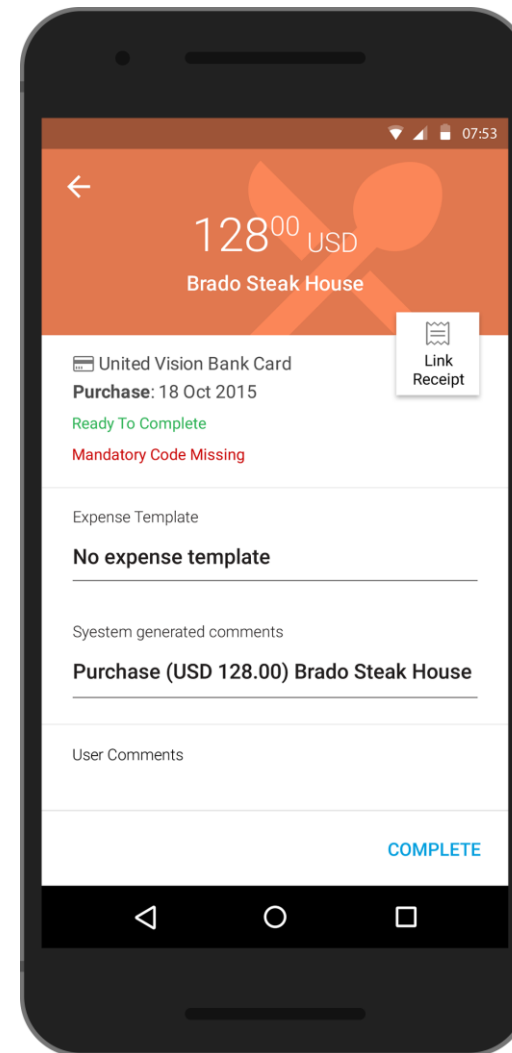


Quickly see key expense information

Link receipts from your image library, device gallery, or snap a photo

Apply an expense template for one-click coding

Complete your expense on the move!



## Approval Listing

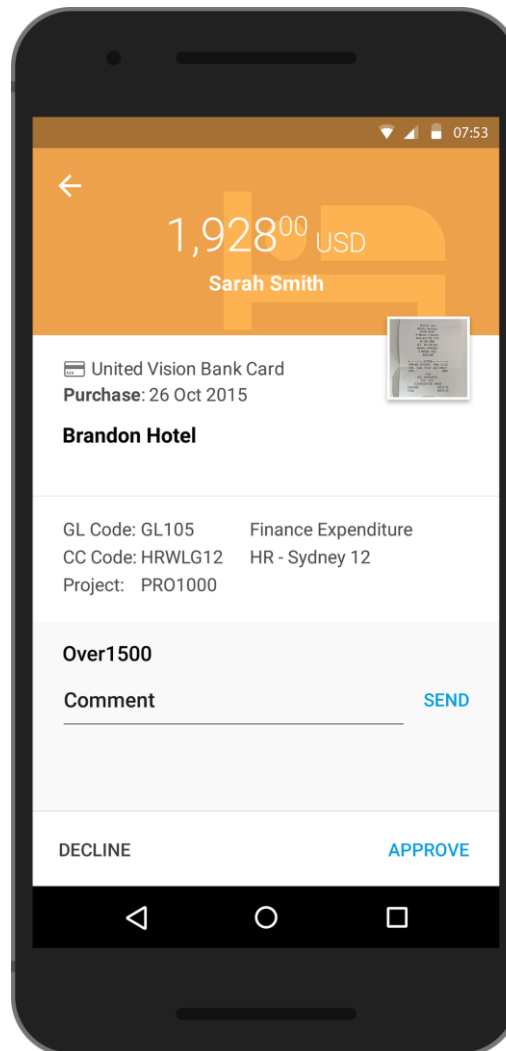
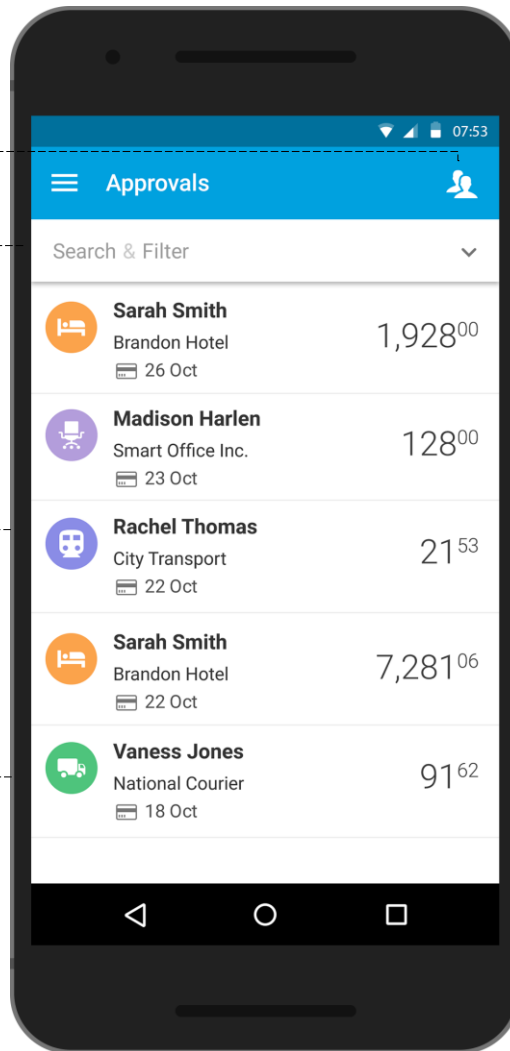
## Approval Details

Filter Approvals by employee

Quickly search for expenses

Merchant category group icons identify where spend occurred

Key expense information at a glance



Key expense information at a glance

View receipt to confirm expense is within company policy

View and confirm correct coding has been applied

Approve and Decline expenses on the move!