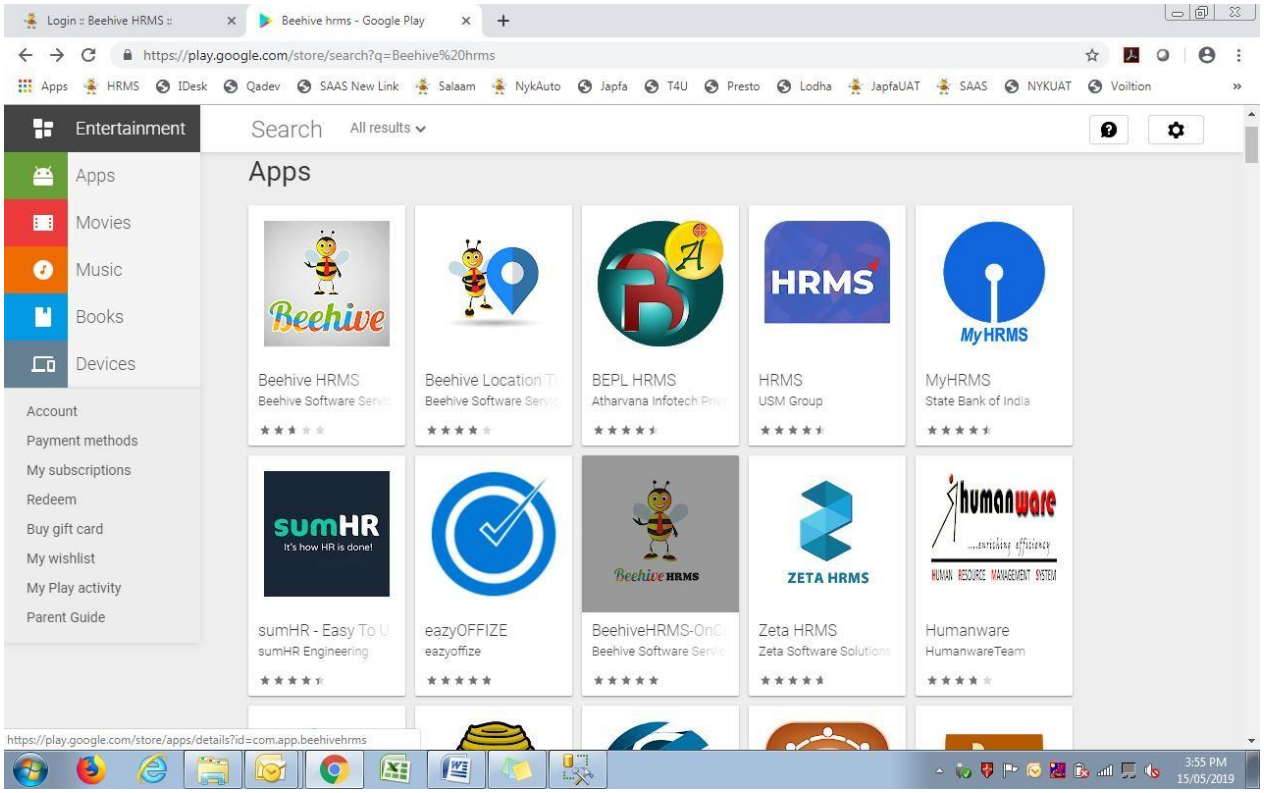
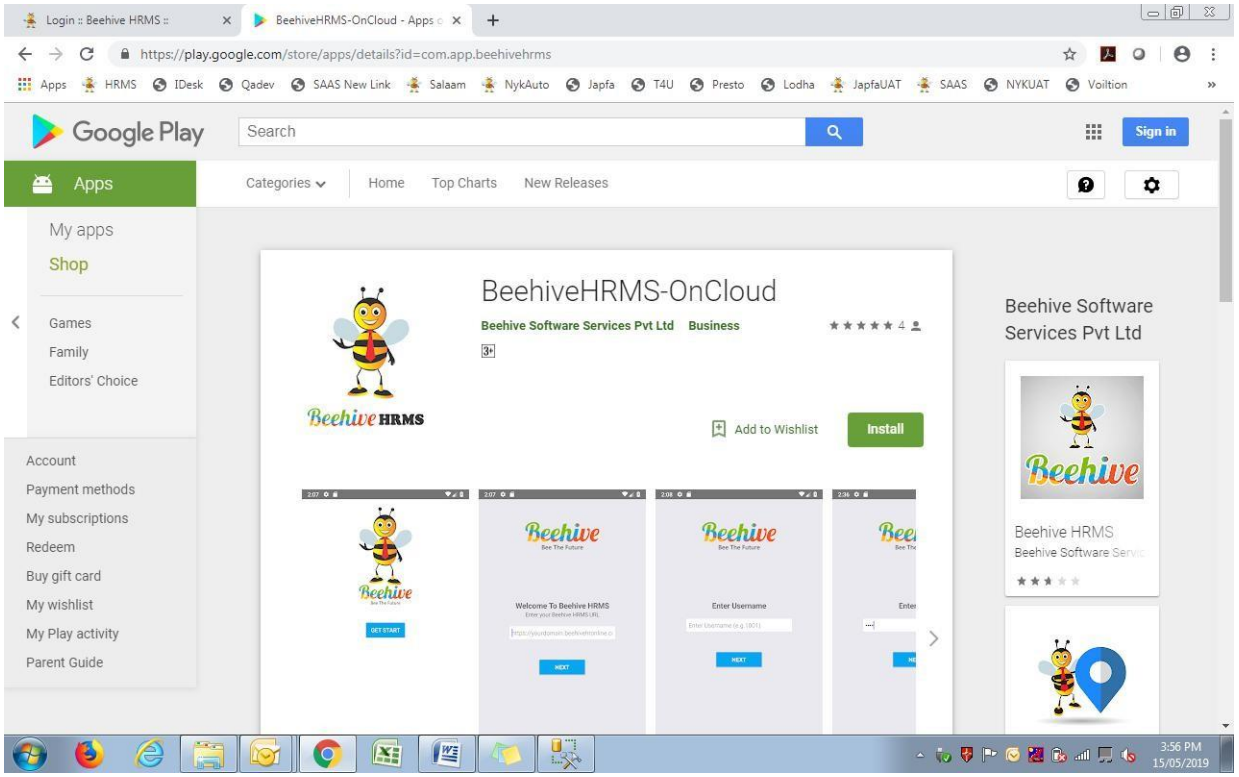
Step 1

1) Need to download app from android mobile app store – BeehiveHRMS-OnCloud.

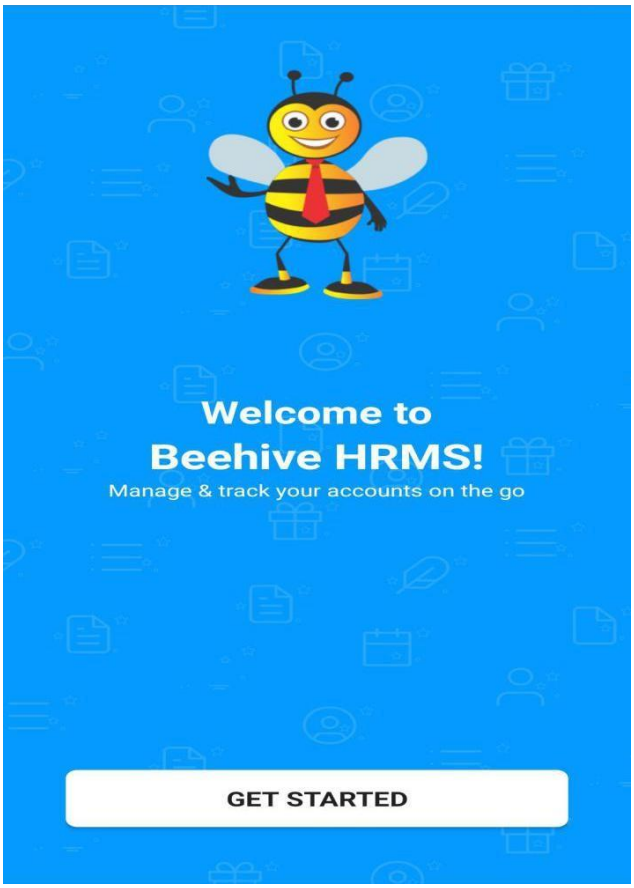




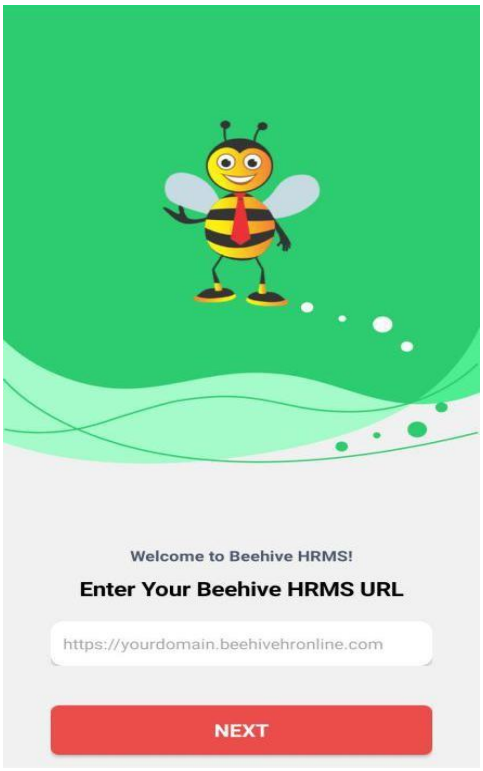
1) **Click on Install Button.**
2) **Click on start button will ask for URL please enter the URL. (**https://i2echrms.beehivehcm.com))
3) **Enter User Name (Employee code) for example.**
4) **If first time if you login System will send the OTP on the email id which is provided in system.**
5) **Enter the 4-digit OTP availed from email address and click on next button.**
6) **Enter the password.**
7) **Click on sign-in button.**
8) **You are entered to the Dashboard.**

Complete installation process with screens

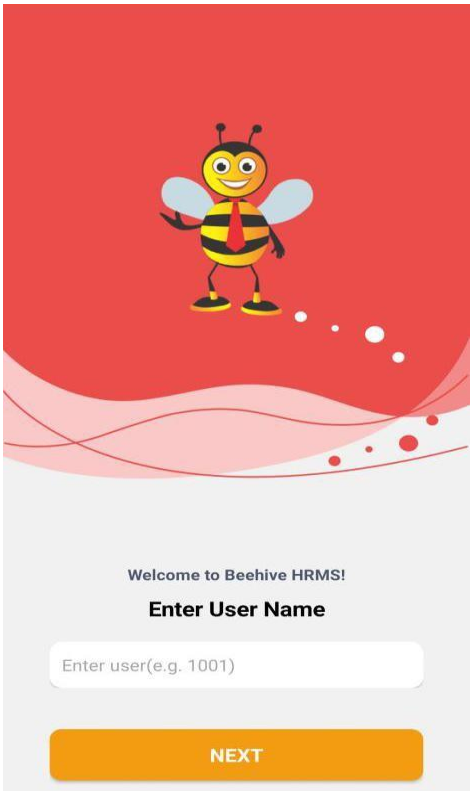
Step 1: click on the GET START Button.



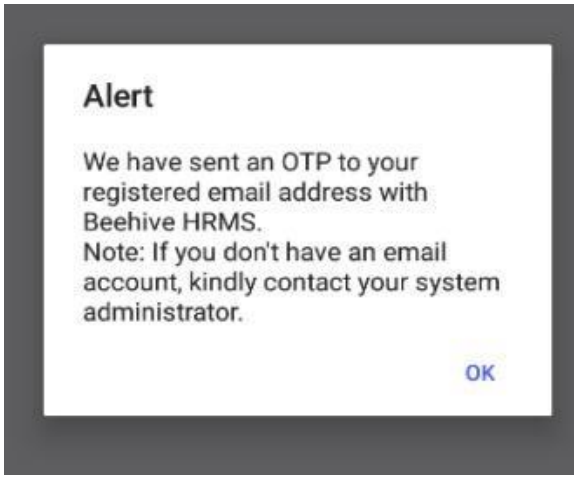
Step 2: Enter the domain URL, For eg : https://i2echrms.beehivehcm.com



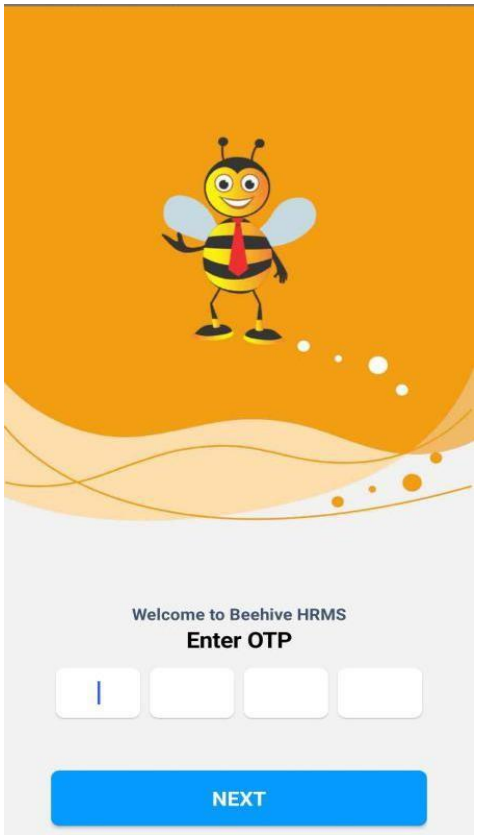
Step 3 : Enter the Username(eg,1001)



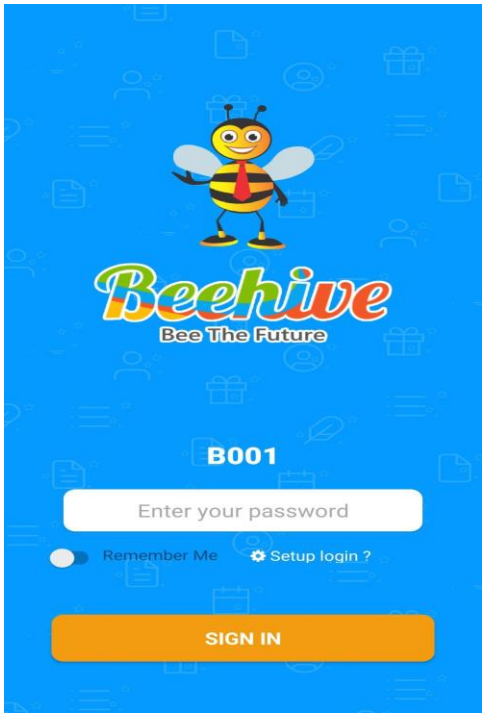
Step 4 : An 4-digit OTP is generated when we enter the username ,The otp is sent to the registered email id.



Step 5: Enter the 4-digit OTP availed from email address and click on next button.

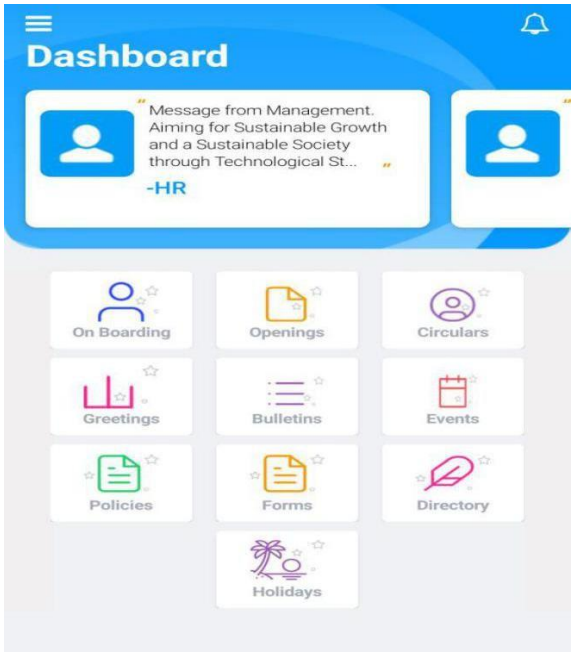


Step 6: Enter the password.



Step 9: Click on sign-in button.

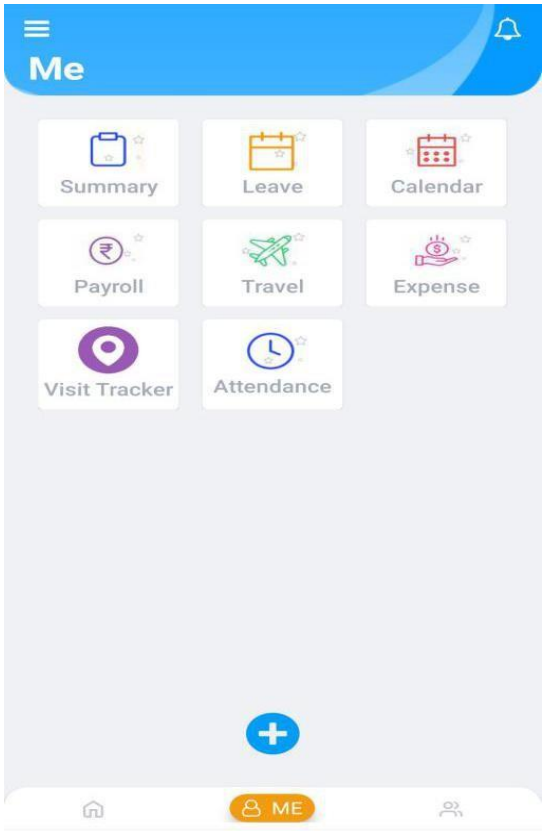
Step 10: You are entered to the Dashboard.



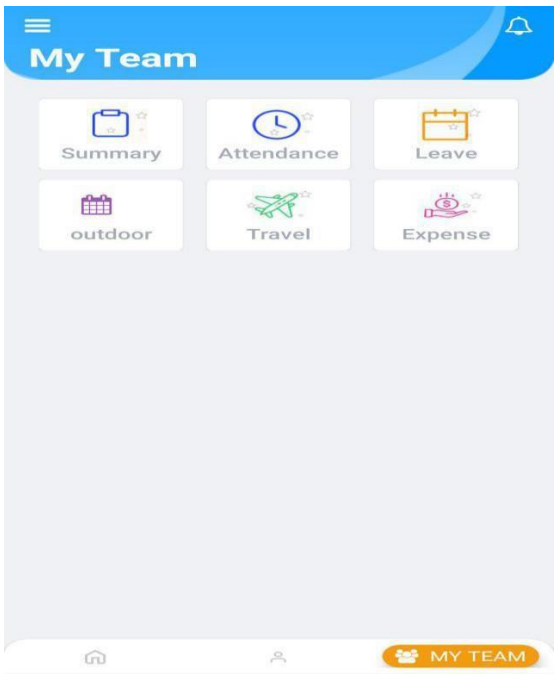
Previews Of Different Screens

1 ME TAB

- Menu >> MeTab

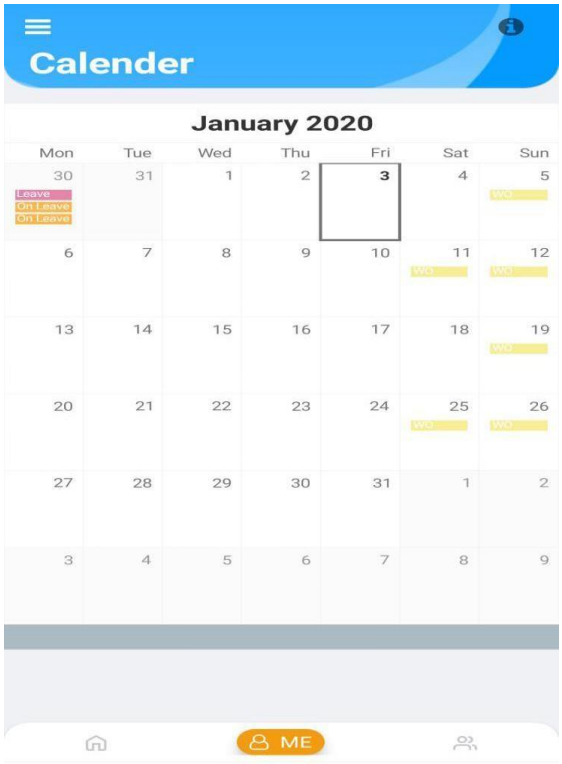


2. MY TEAM TAB



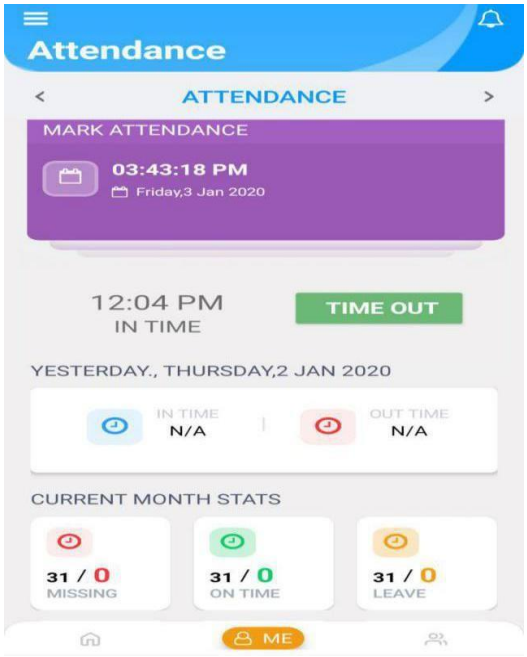
3. CALENDAR UNDER ME TAB:-

Menu >> MeTab >> Calendar



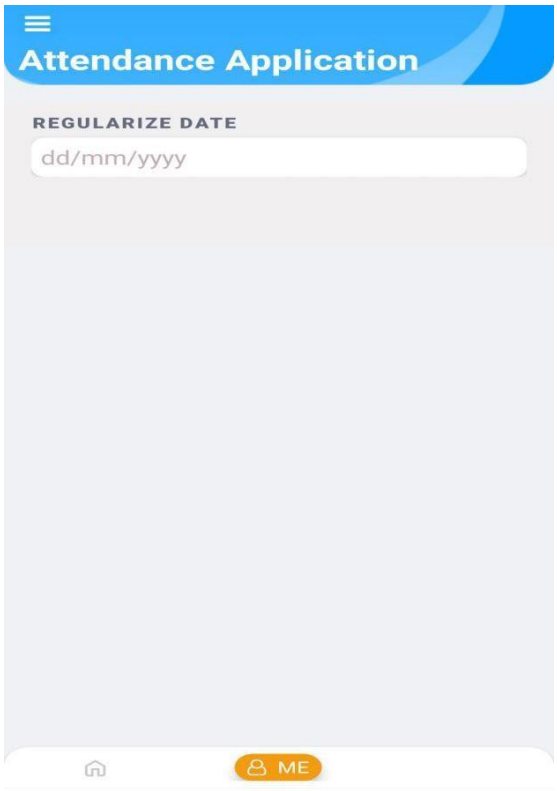
4. ATTENDANCE TAB UNDER ME

Menu >> MeTab >> Summary > Mark Attendance.

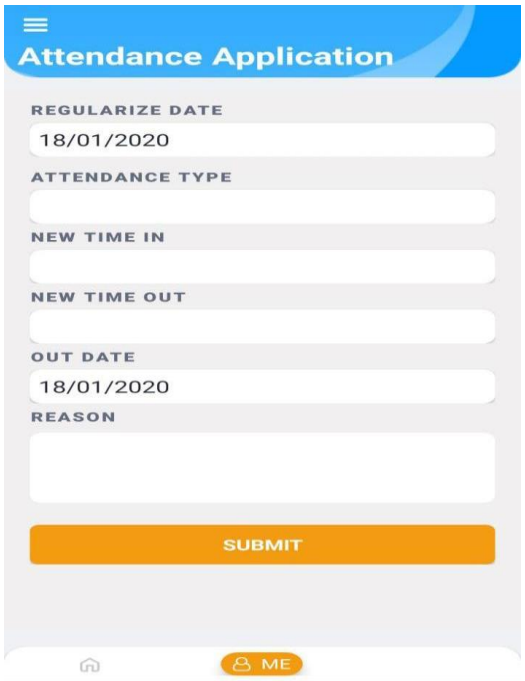


5. ATTENDANCE APPLICATION SCREEN 1

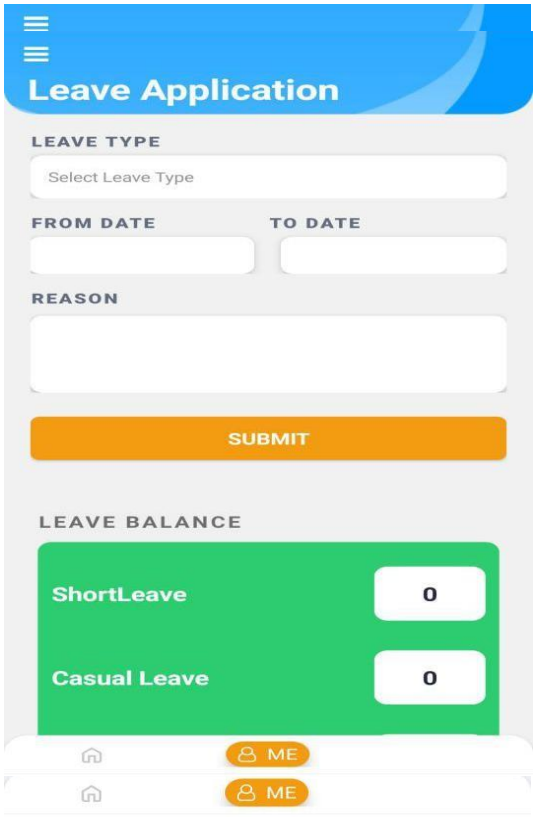
Menu >> MeTab >> Click on Add(+) to apply for Attendance/Outdoor/Leave applications.



5.2 ATTENDANCE APPLICATION SCREEN 2



6. OUTDOOR APPLICATION SCREEN



7. LEAVE APPLICATION SCRE