

The GLO CMS Community App is available in the **App Store, Play Store, and AppGallery** which means it is supported on iOS, Android, and Huawei devices.

- Go to either your App Store, Play Store, or AppGallery.
- Search for GLO CMS Community
- Download the App
- The App is installed on your device and ready to use.
- Follow the guide to get you connected with your community

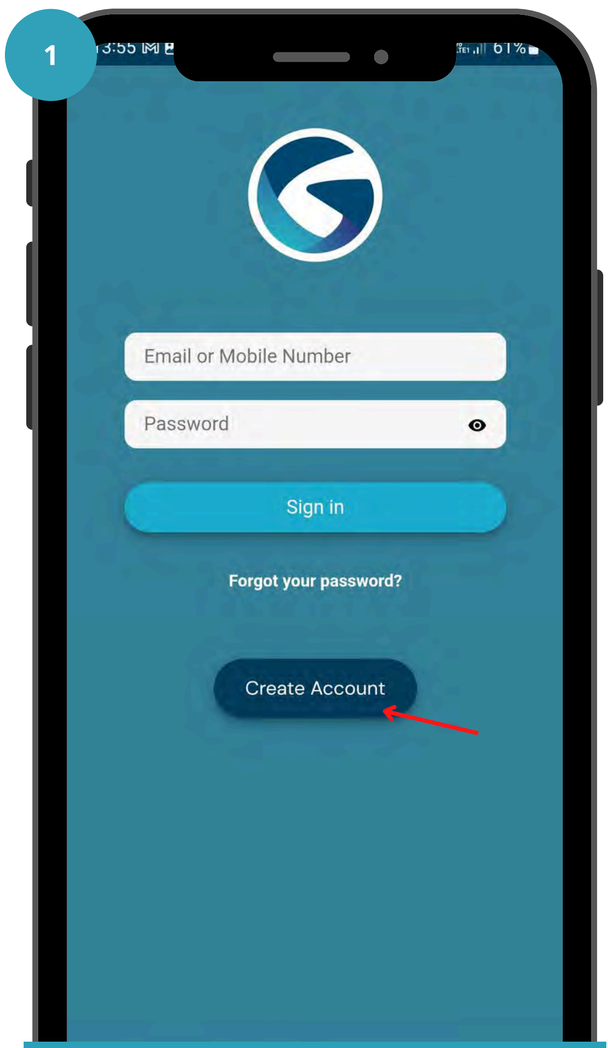
The app is free to use.

Download on the App Store | GET IT ON Google Play | Download on AppGallery

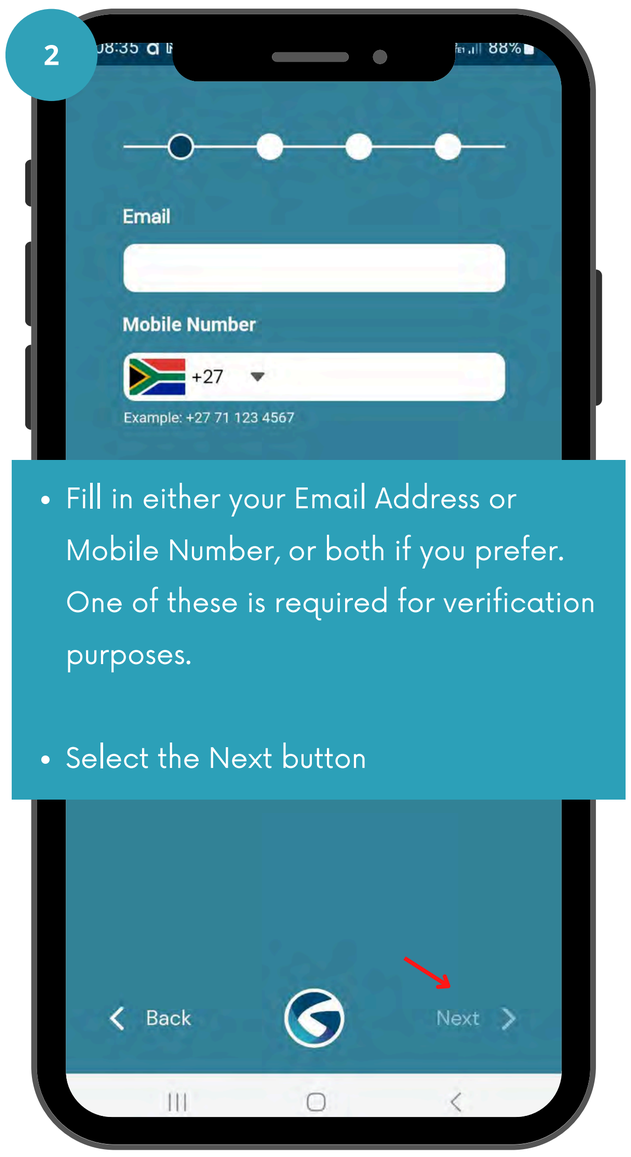
GLO CMS ONBOARDING

Users will only need to keep one profile updated and that profile can be synced through to various communities and other users.

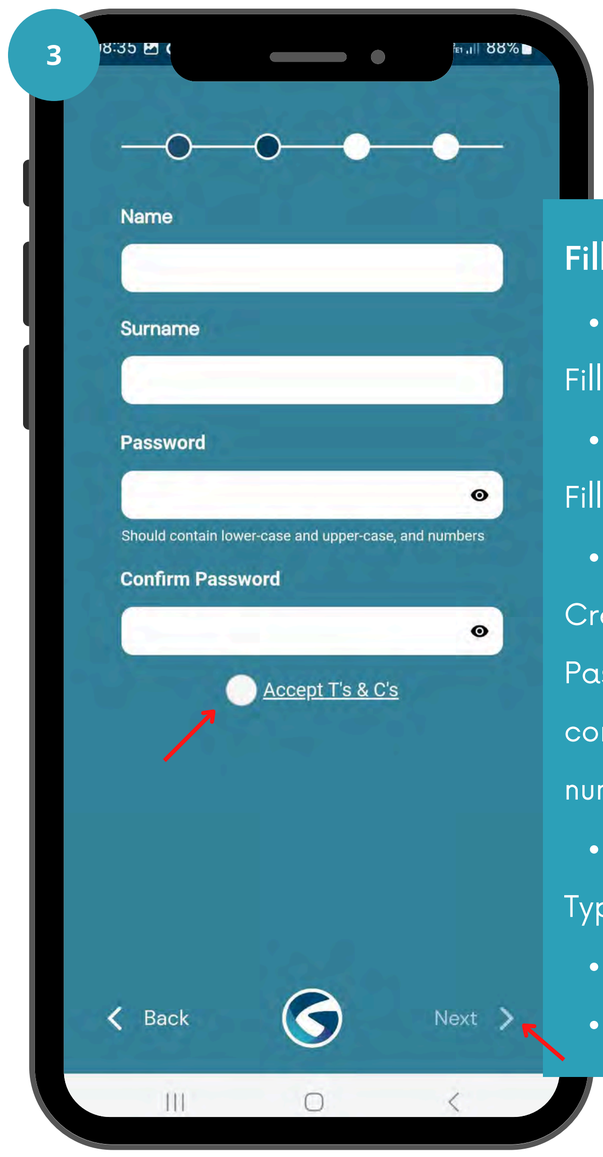
1. Create Account



- Open the GLO CMS Community App
- Click on Create Account



- Fill in either your Email Address or Mobile Number, or both if you prefer. One of these is required for verification purposes.
- Select the Next button



Fill in your details and create a password:

- **Name**

Fill in your Name

- **Surname**

Fill in your Surname

- **Password**

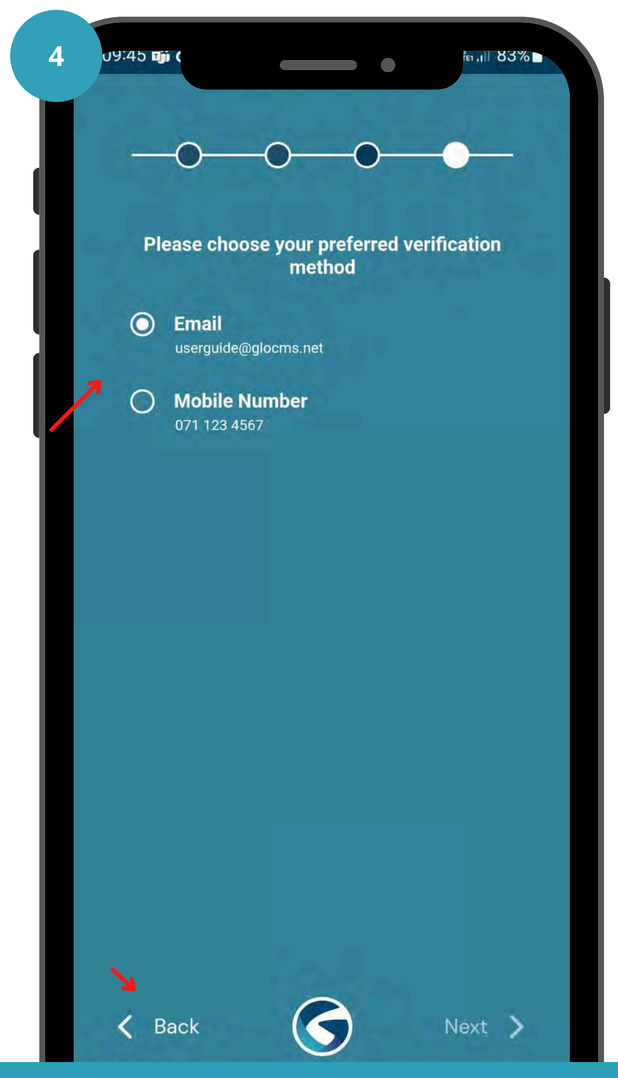
Create your password

Password should be more than 7 characters, must contain a capital letter, and can contain alpha-numeric. eg. A35hfw98

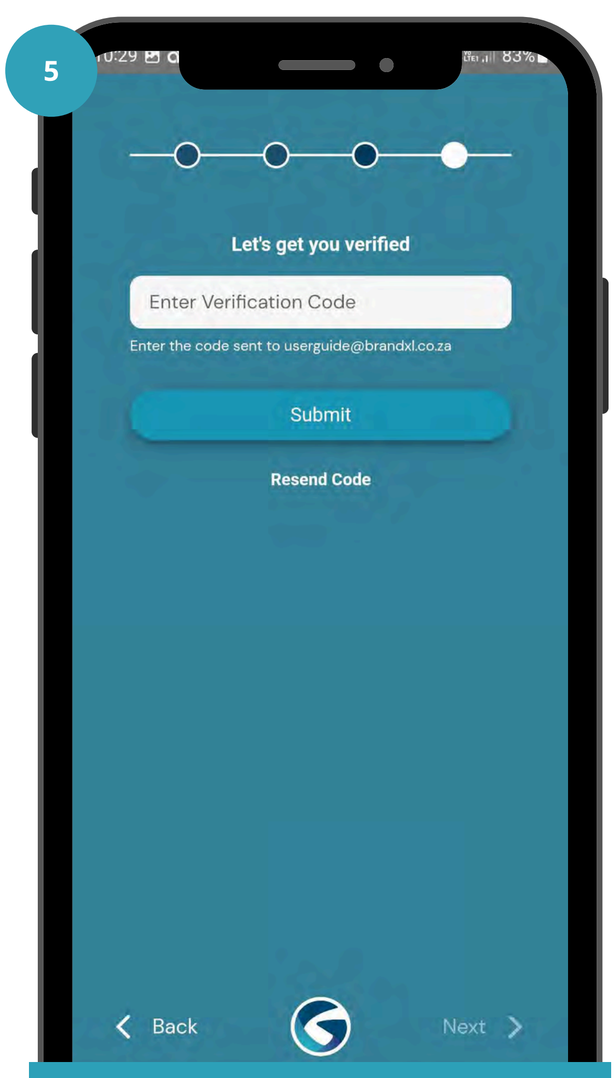
- **Confirm Password**

Type your password again to confirm it

- Accept the Terms & Conditions
- Go "NEXT"



- Select your preferred verification method
- *Optional: If you only completed one, and would like to complete the other option, you can go **back** and fill in the field.
- If you want to proceed with the selected method choose "Next"

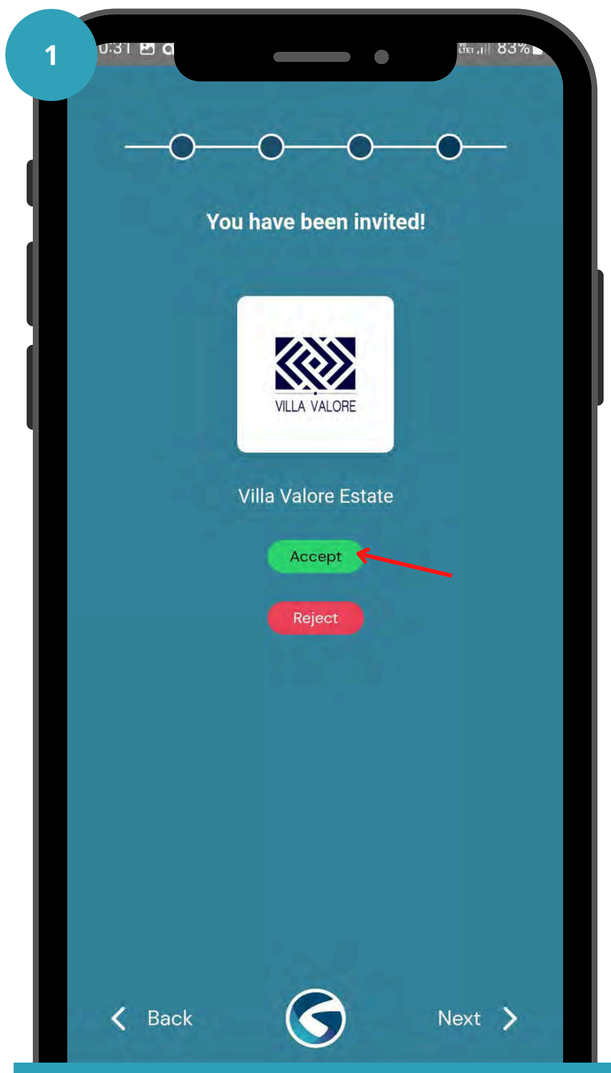


- The verification code now needs to be filled in. It would have been sent to the Email Address or Mobile Number depending on the option you selected.

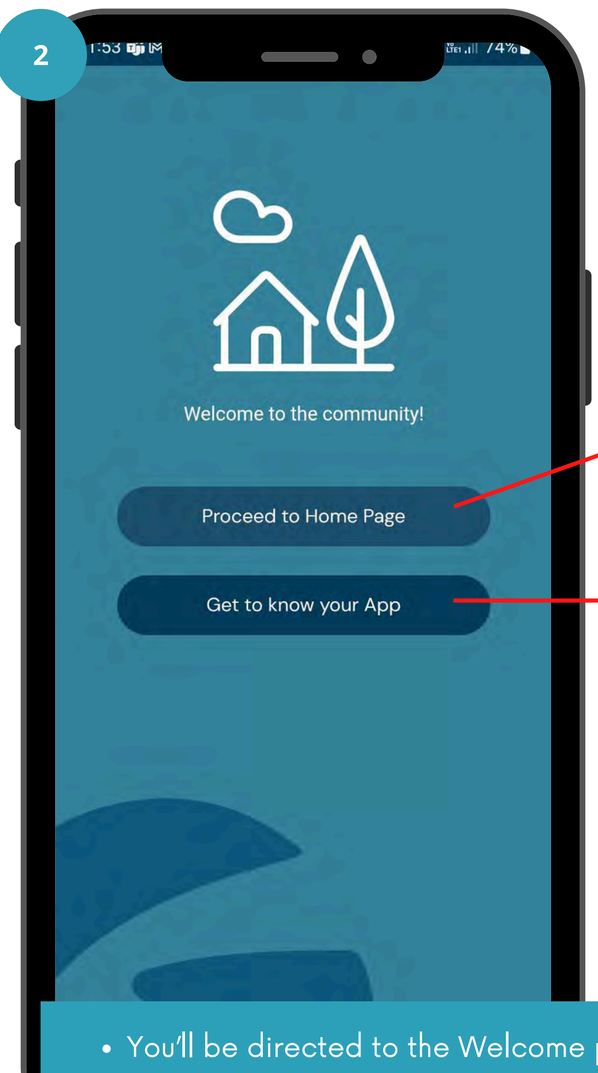
- After you've filled in the verification code, click on **Submit.**
- Should the verification not be delivered, you can click on **Resend Code.**

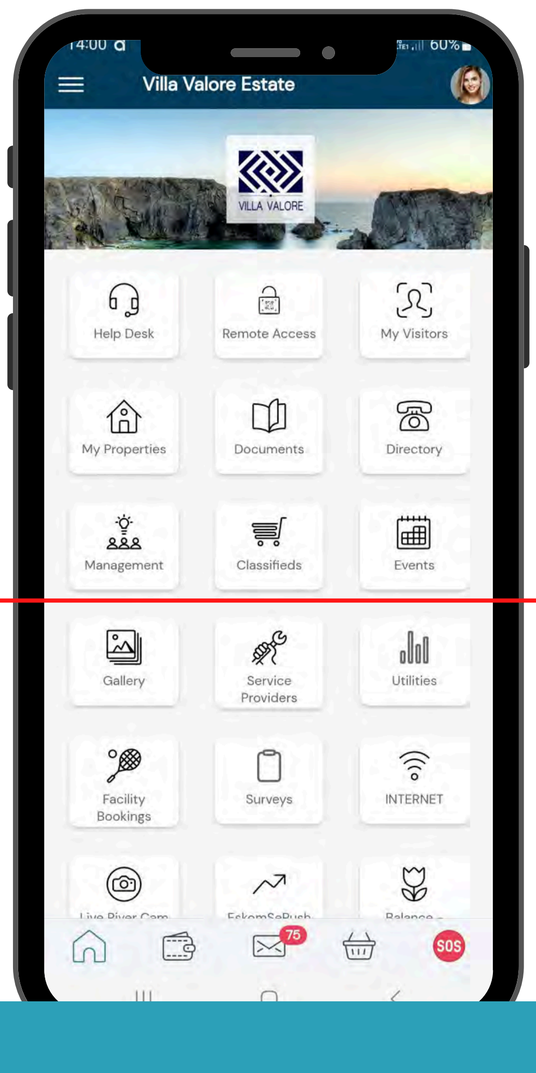
Please note that you've now only verified one of the two options. ie. Mobile or Email, you will be prompted later to verify the other option should it be required for the community you are joining.

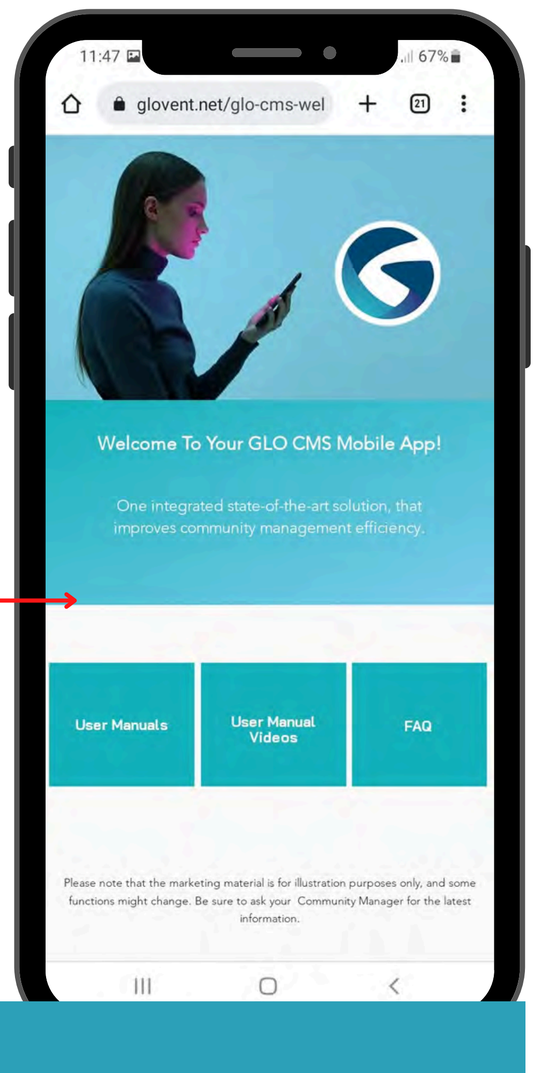
a) If your community sent you an invite:



- The invite will be available for you to Accept or Reject. **Accept** at this point.
- If you don't want to accept the invite at this point you can skip this step.
- If you want to join any other communities, you can request to join.
- Click **Next**



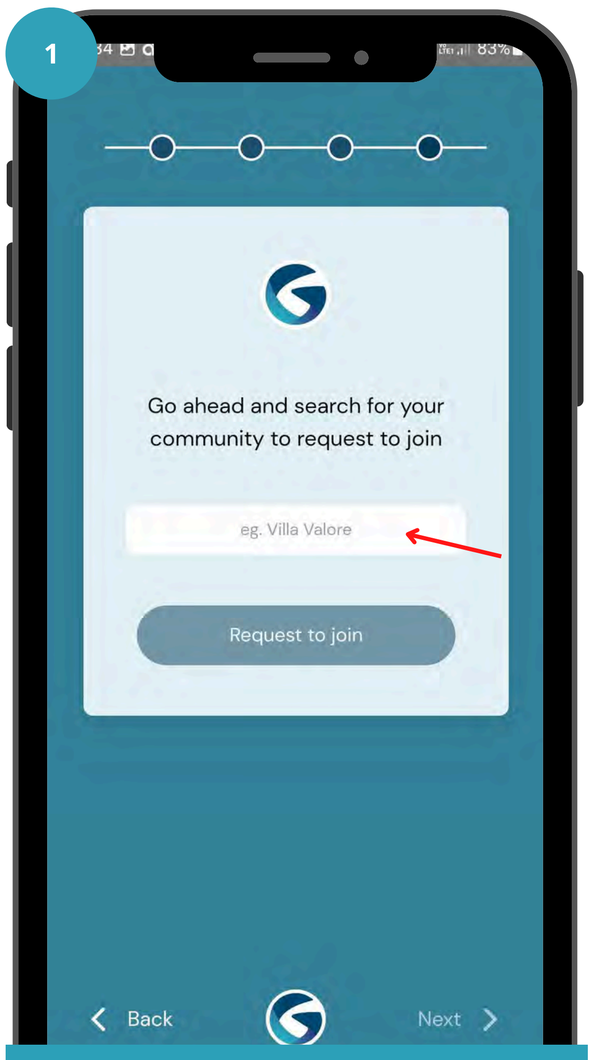




- You'll be directed to the Welcome page
- Select Proceed to the Home Page OR Get to know your App.
- "Get to know your App" - You'll be directed to a page with User Manuals, Videos and FAQ

(You can re-open your GLO CMS App when you are done with the "Get to know your App" function.

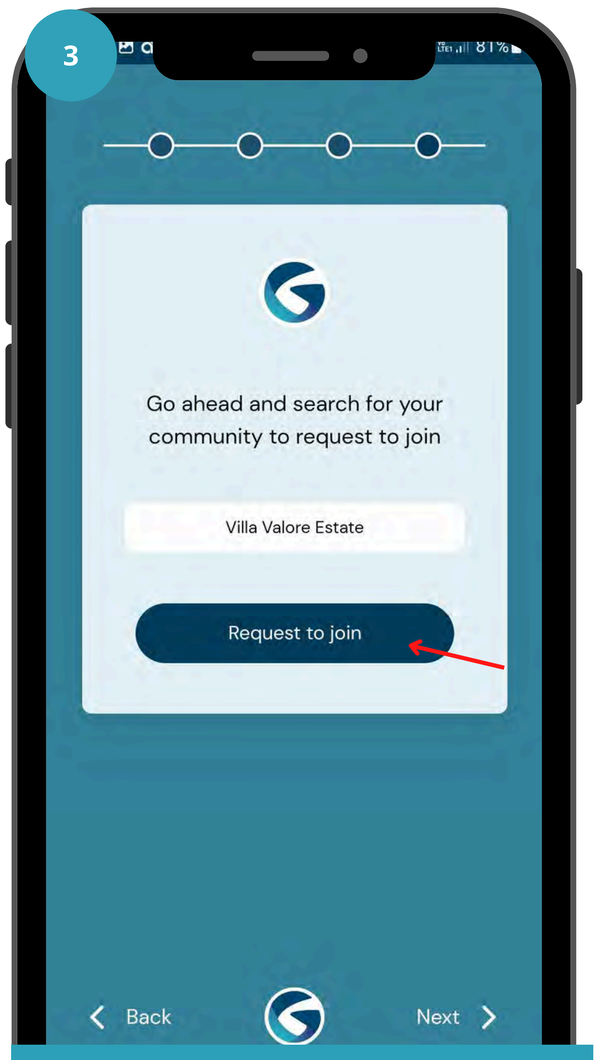
b) If you request to join a community:



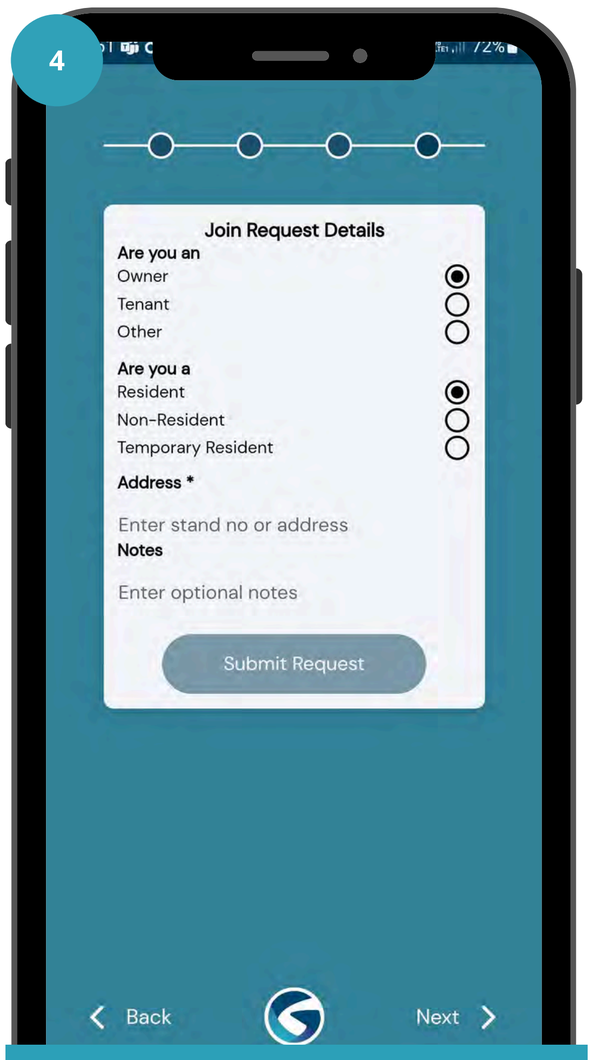
Click on the field to open the list of communities



Search for your community and then click on the community's name.



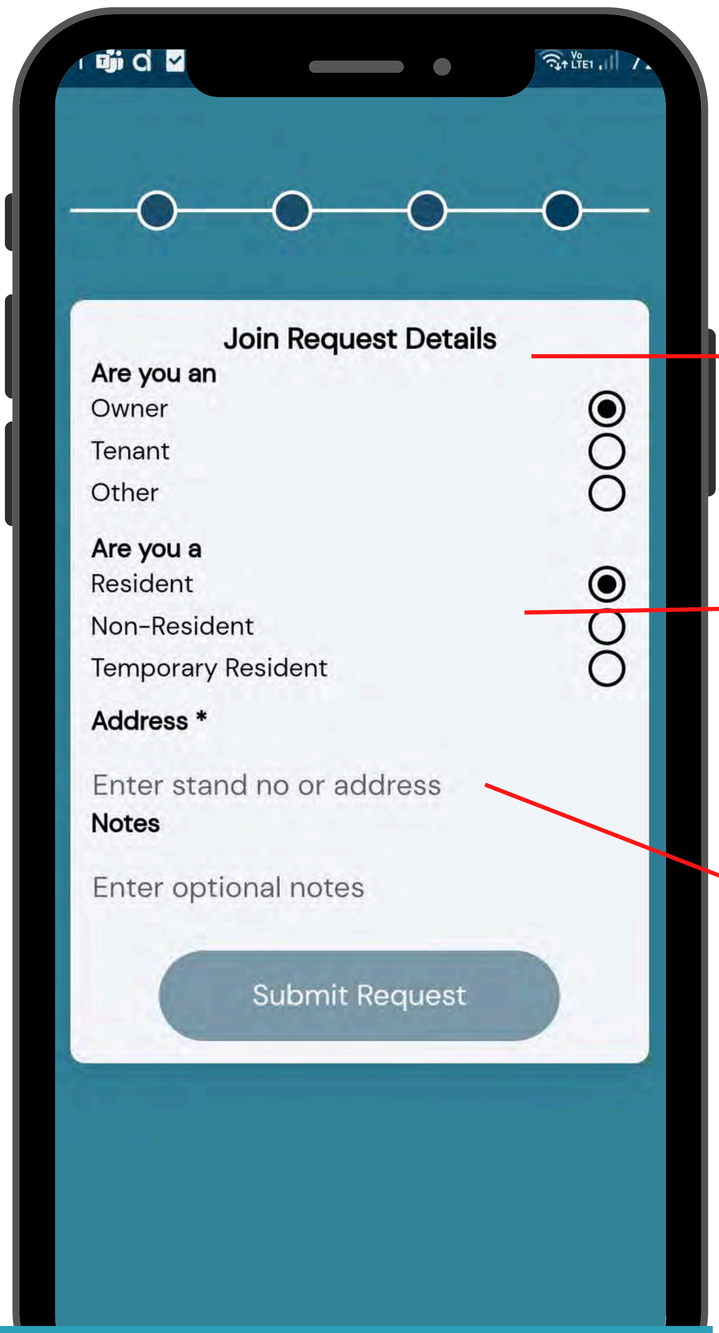
Now click on the Request to Join button



Fill in the Request Form

** See next page for detailed description.

Contact Your HOA for further Assistance



Fill in the Request Form

Select the type of relation in the community

Owner – You're the owner or co-owner of a property

Tenant – You lease a property

Other – You are related to either the Owner, Tenant or not related at all eg.

Estate Agent, Employee, etc.

Select your residence type

Resident – You live in this property

Non-Resident – You do not live in this property

Temporary Resident – You temporarily through-out the year live in this property

Address

Select the relevant address from the list of properties

Notes

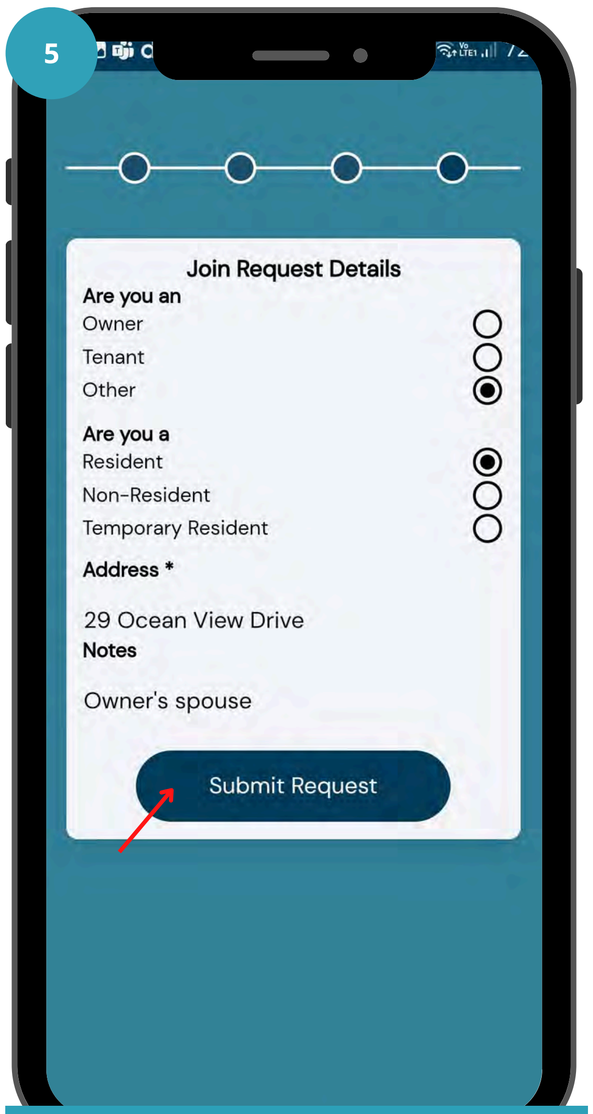
Explain why you are requesting to join this community.

Eg.

I'm the owner's spouse

I'm a Golf Member

5

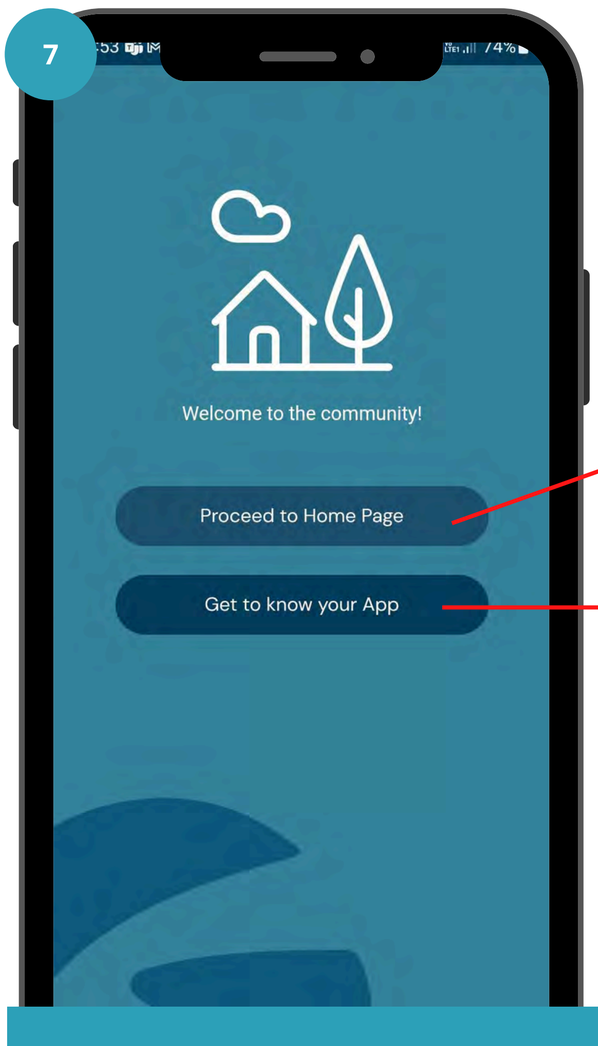


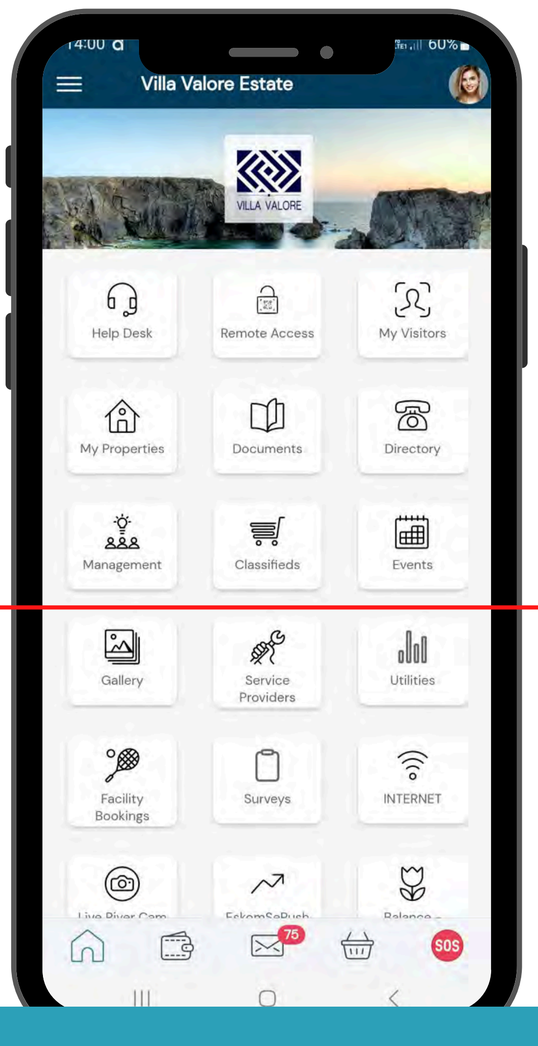
- Now click on the Submit Request button
- Your request has been sent to your Community. The community will review your request and you will be notified once it has been approved.

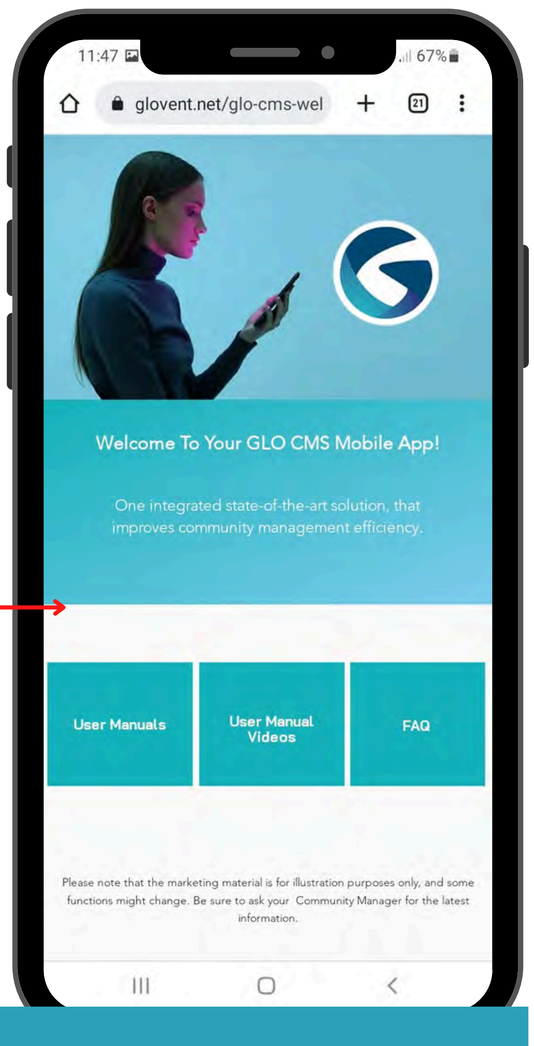
6

- Click on Done or Next
- You'll be directed to the Welcome page

7







- Select Proceed to the Home Page OR Get to know your App.
- "Get to know your App" - You'll be directed to a page with User Manuals, Videos and FAQ

(You can re-open your GLO CMS App when you are done with the "Get to know your App" function.

Contact Your HOA for further Assistance

Download
the GLO CMS Mobile App

Residents can download the app for FREE to communicate with management, and access all information they require.

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GLOVENT SOLUTIONS