

ArchiOffice/EngineerOffice Mobile Setup

ARCHIOFFICE/ENGINEEROFFICE MOBILE

[ArchiOffice Mobile](#) or [EngineerOffice Mobile](#) is a native application that allows professionals to track their time and expenses on their mobile devices. Our mobile app is supported by smart devices such as iPhone and Android phone. It connects to your company file via ArchiOffice/EngineerOffice or ArchiOffice Online services, and stores data in the local database, keeping it in sync with your company file as long as your device has data connectivity. When there is no or poor data connectivity, such as on an airplane or at a client location, data is stored locally. However, as soon as your phone detects connectivity, it automatically uploads that data to the company file.

Key Features

- Time entry– create, review, and submit
- Expense entry– create, review, and submit
- Multiple stopwatch timers for tracking time
- File attachments to time records
- Receipt attachments to expense records
- Time and expense memos

Requirements

Only authorized users can log into the ArchiOffice/EngineerOffice Mobile app. These include:

- **ArchiOffice/EngineerOffice Users:** They can log in with their ArchiOffice/EngineerOffice user licenses (see [Login](#) below).
- **ArchiOffice Online Users:** They can log in with their ArchiOffice Online account credentials (see [Login](#) below).



ArchiOffice/EngineerOffice users do not require a separate evaluation or license key to use the mobile app.

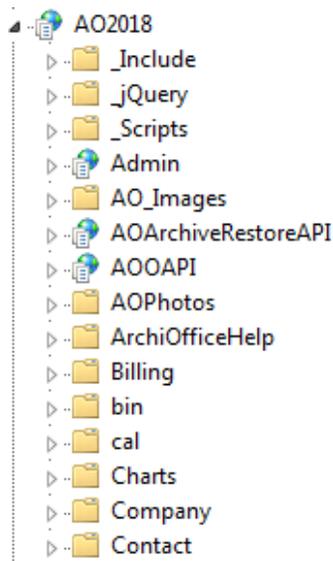
The ArchiOffice/Engineer Mobile app supports the following product versions and devices:

- ArchiOffice Pro or Enterprise ([Download](#))
- EngineerOffice Pro or Enterprise ([Download](#))

- ArchiOffice Online ([Subscribe](#))
- Apple iPhone, iPad or iPod Touch with iOS 8.0 or later
([Download ArchiOffice from iTunes](#)) ([Download EngineerOffice from iTunes](#))
- Android devices with Android OS 4.0 or later
([Download ArchiOffice from Google Play Store](#)) ([Download EngineerOffice from Google Play Store](#))

INSTALLATION & CONFIGURATION OF IIS

In a standard ArchiOffice/EngineerOffice installation, the APIs necessary for connecting to mobile applications are installed in the *AOOAPI* folder. If you are configuring your website manually, make sure this folder is converted as an application.



A simple connectivity test is to enter your website followed by the extension */aooapi/aoservice.svc/getversion* to make sure the service is running. For example, <http://YourCompanyURL/AO2018/aooapi/aoservice.svc/getversion>

If the connection is successful, it will result in the downloading of a text file. If it fails, that means the service is not running or configured properly, hence the mobile application will not work. *Please refer to these KB articles if you experience any issues:*

[How do I set up ArchiOffice for its Mobile app](#)

[ArchiOffice Mobile: Troubleshoot login problems](#)

Login

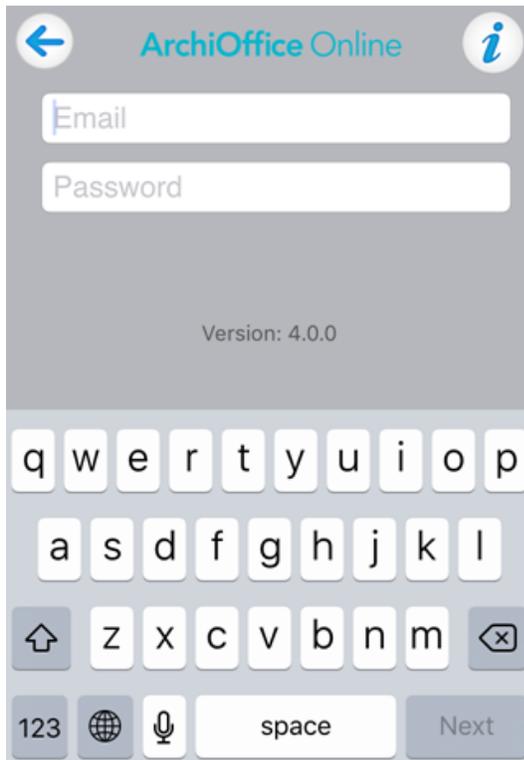
The home page of ArchiOffice/EngineerOffice Mobile (iPhone or Android) allows you to log into the app using your *ArchiOffice Online* or *ArchiOffice/EngineerOffice* user credentials. You can navigate the ArchiOffice/EngineerOffice Mobile app on your device using the regular buttons and controls. Only authorized ArchiOffice/EngineerOffice and ArchiOffice Online users can access the app.

After logging out, the app remembers your login credentials. You only have to enter your password to log in. However, we recommend not to log out of the mobile app because any data that has not synced yet with the company file will be lost.

ArchiOffice Online Login

If you are an ArchiOffice Online user, log into the app using your online account. If you have two or multiple databases, then you will be asked to select the desired company database. You need your Email ID and Password to log in (information provided when creating an ArchiOffice Online account).

The Email ID used for login during the trial period remains the same when you subscribe and buy ArchiOffice Online. When you register for trial use, BQE Software emails you the password to log into the application. If you have forgotten your password, please go to www.archiofficeonline.com and click 'Forgot your password?' on the Login page.



ArchiOffice/ EngineerOffice Login

If you are an ArchiOffice/EngineerOffice user, log into the mobile app using your ArchiOffice/EngineerOffice account.

You need your User ID, Password, and URL of your web server's domain name to log in (say <http://192.xxx.x.xxx/AO2018>). If your ArchiOffice/EngineerOffice website is secured with an SSL certificate, you need to make sure that the address shows HTTPS (say, <https://192.xxx.x.xxx/AO2018>).

If you do not remember any of this information, please contact your IT Administrator.

 If you are experiencing problems while installing or setting up ArchiOffice/EngineerOffice Mobile, please check our [Knowledge Base Articles](#) for troubleshooting and technical issues. Else, contact us at (310) 602-4030 or support@bqe.com. You can also read the ArchiOffice/EngineerOffice Mobile Help for iPhone, or Android.

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