



# Getting Started with ADP® Mobile Solutions

ADP Mobile Solutions is the mobile version of ADP® Employee Access®, Install it on your mobile device to connect to the company information you need, quickly and securely—whenever you want, wherever you are.

## Installing the App on your Mobile Device

You must have a mobile device running iOS v9+ or Android™ v5+.

- Go to the Apple iTunes® App Store on your iOS device or the Android™ App Store, Google Play on your Android device.



- **Note:** The app is available for multiple ADP products. Not all features listed in the description and screen shots on the App store are currently available for RUN Powered by ADP®.
- Search for **ADP Mobile Solutions** and install the app.

## Logging In

To use ADP® Mobile Solutions on your mobile device, you must be registered to use Employee Access® for RUN Powered by ADP®.

For more information about Employee Access, or if you forgot your User ID or Password, speak with your company's payroll contact.

1. Open ADP Mobile Solutions on your mobile device.
2. On the Login page, enter your Employee Access User ID and select **Next**.
3. If you don't want to re-enter it every time you launch the application, choose the option to save or remember your User ID.
4. **For iOS devices:** If you have Fingerprint login or Face ID, tap the icon to enable it and accept the terms and conditions. Fingerprint or Face ID is enabled the next time you log in.
5. Enter your Employee Access Password and select **Login**.
6. Accept the Terms of Use.

For more information about ADP Mobile Solutions, go to <https://www.adp.com/our-products/adp-mobile-solutions/overview.aspx>