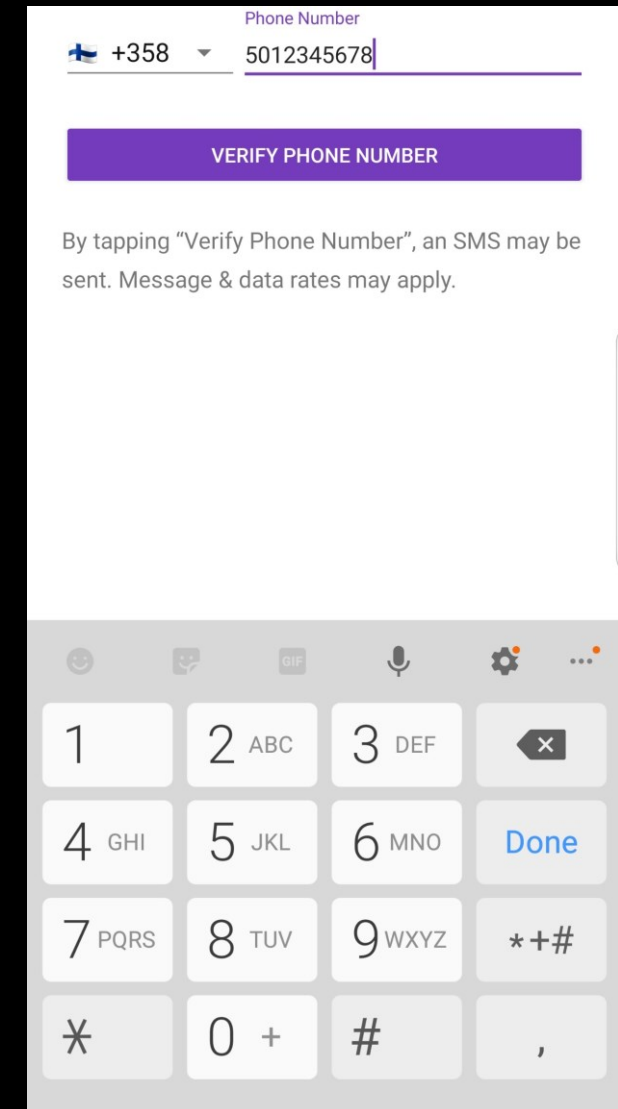
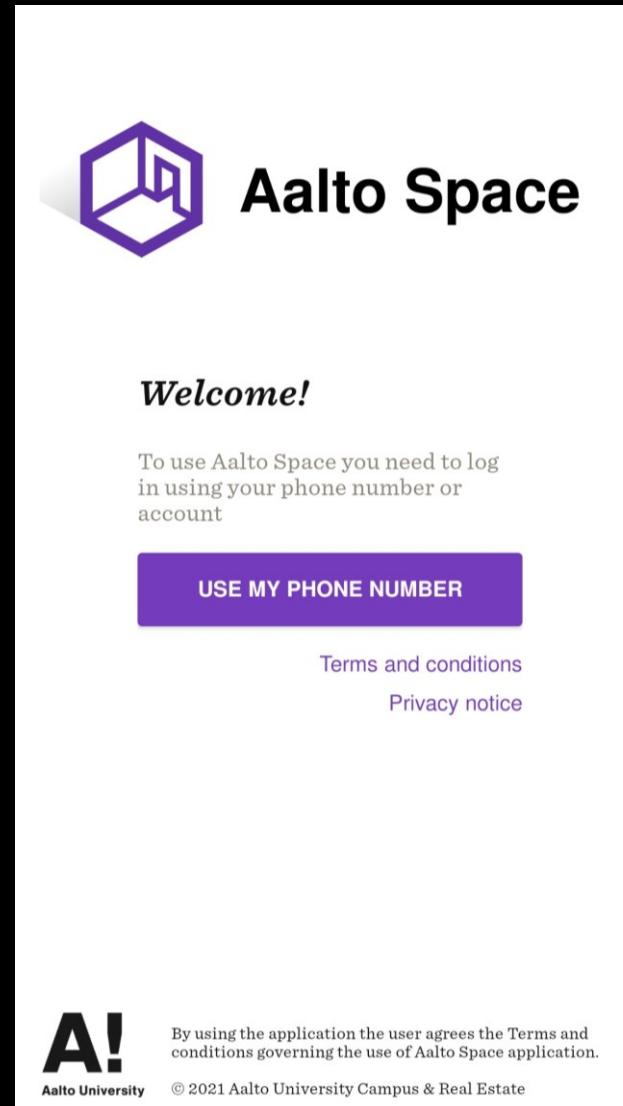


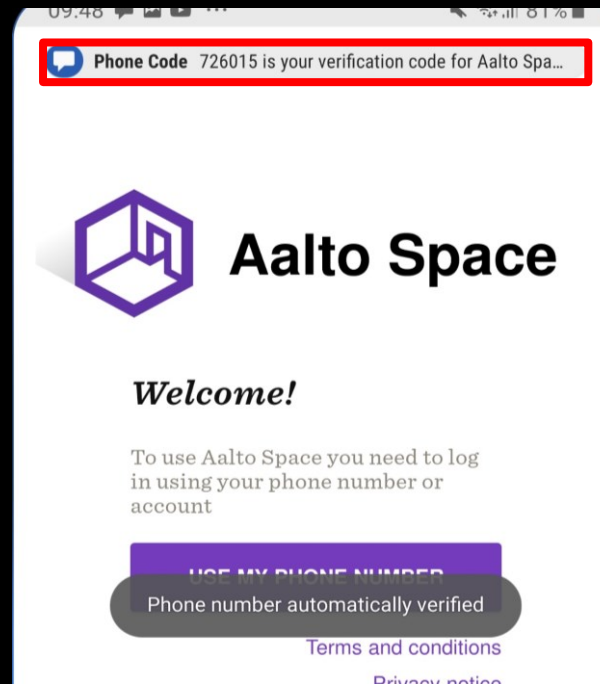
# Coworking mobile access quick guide

## Opening doors with Aalto Space mobile application

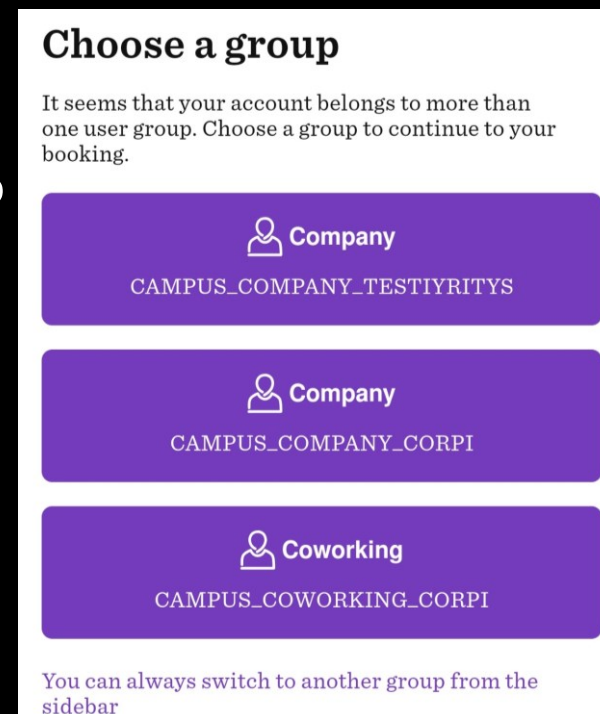
1. Download the [Aalto Space](#) mobile application from the [Apple App Store](#) or [Google Play](#)
2. Log in with your mobile phone number you provided for your ACRE Extranet account



3. Enter the code you receive via text message, read the Aalto Space introduction and click "Done".

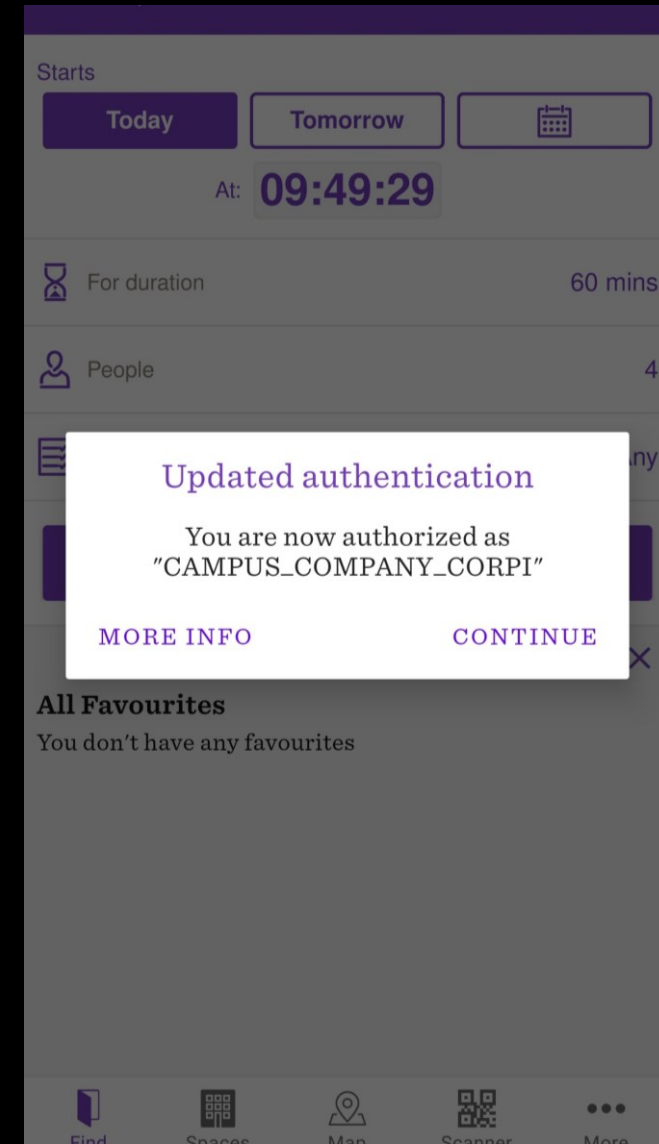


4. If you operate in several companies please choose which company you want to log in as

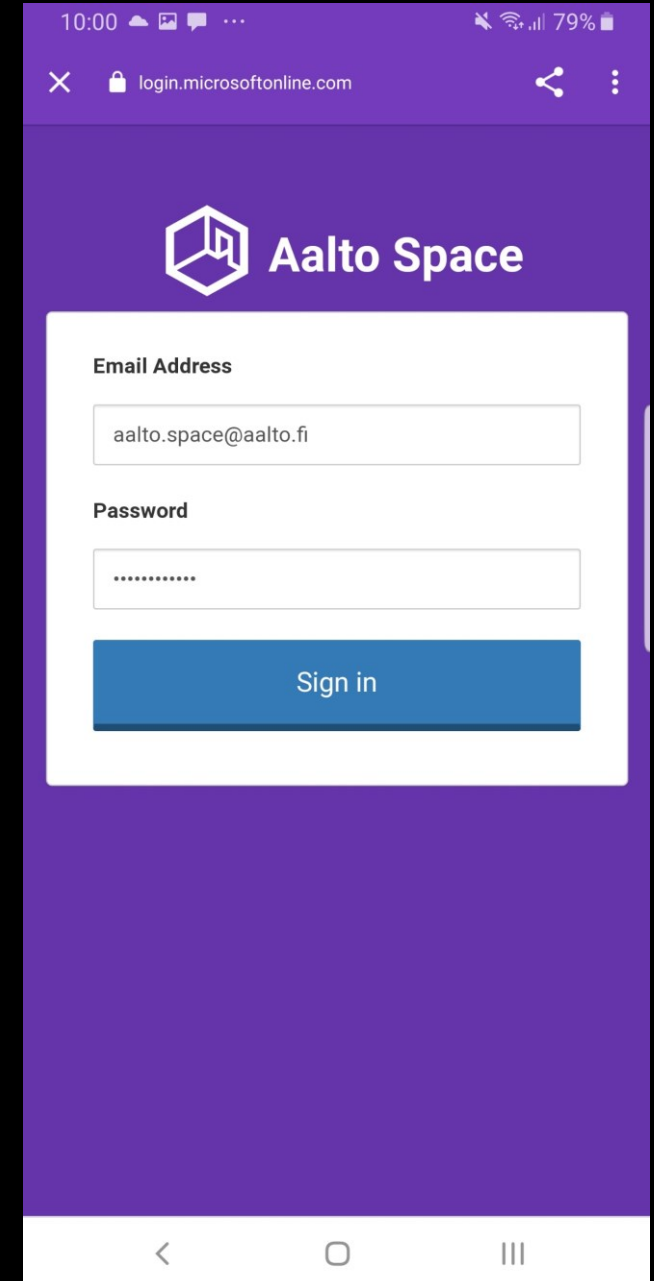
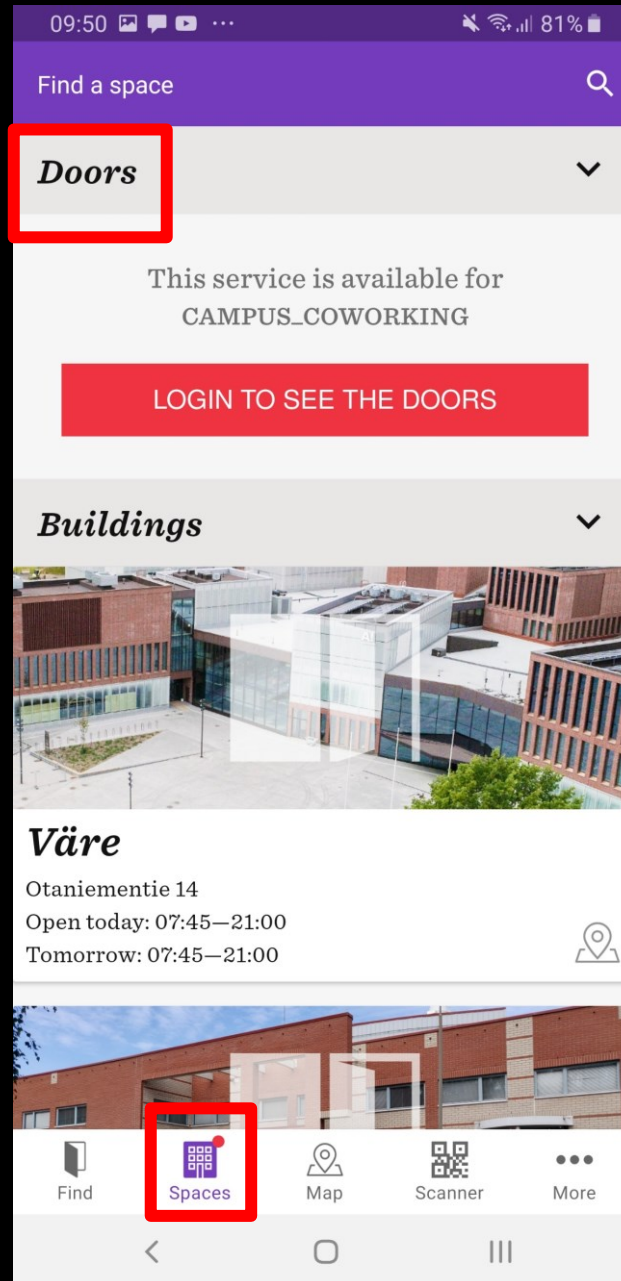


5. Note: you can change the company via Main menu - Switch account

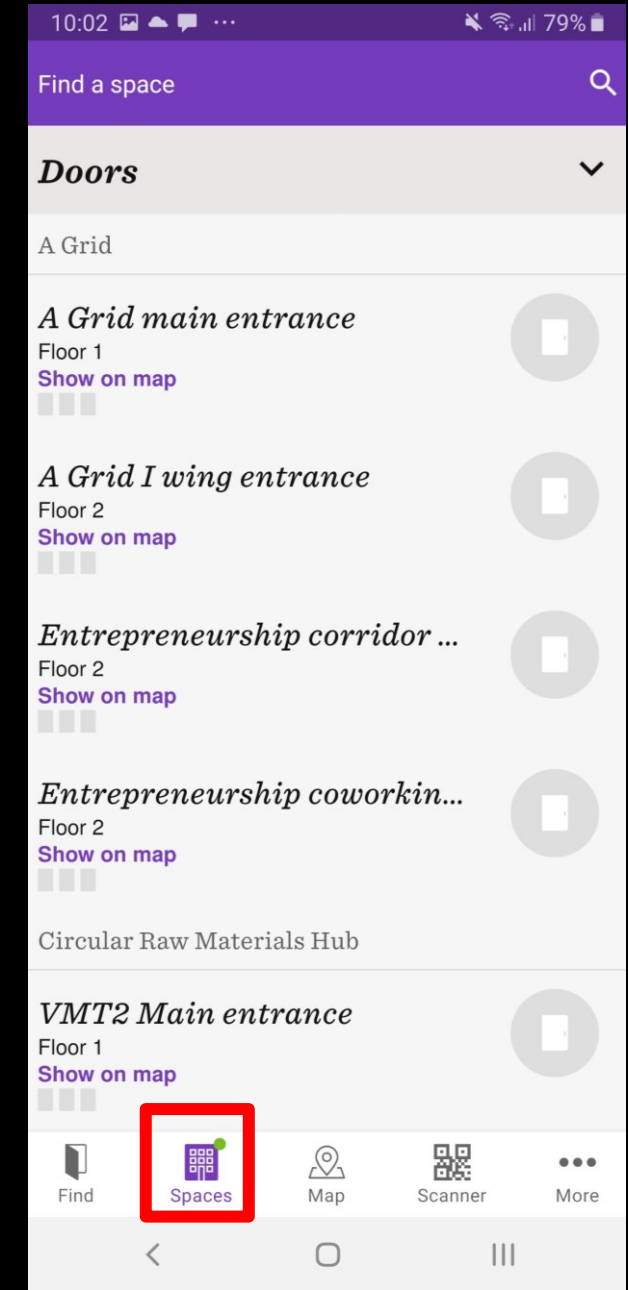
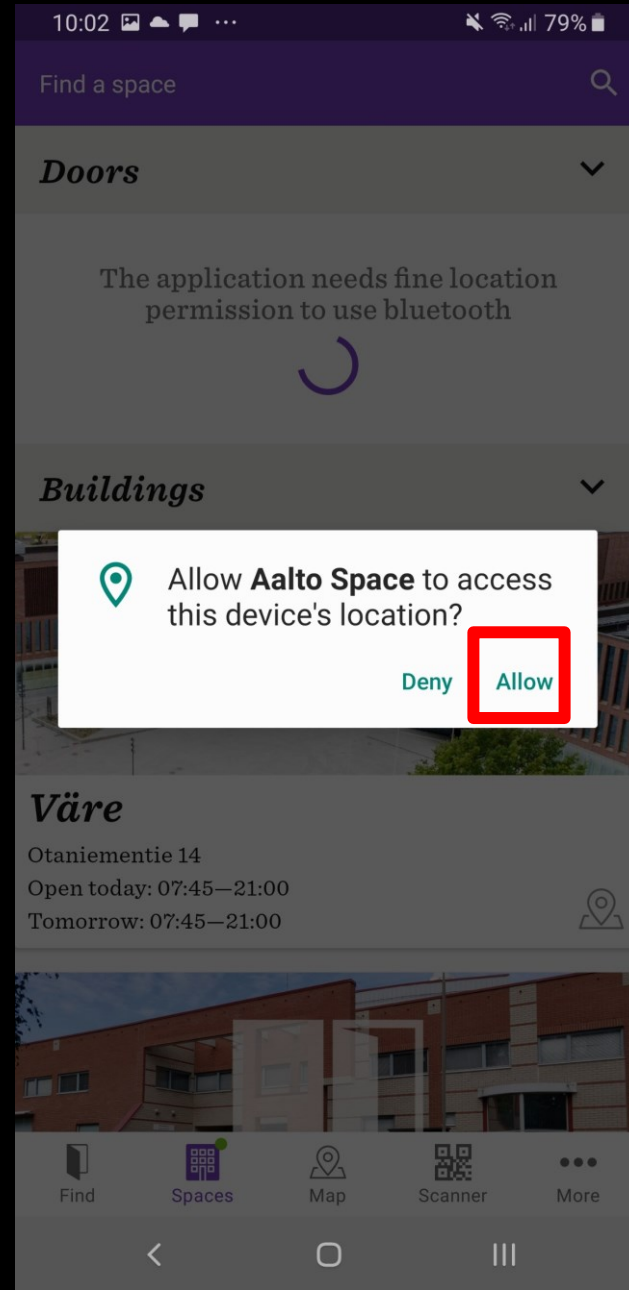
6. The application will show under which company you are operating



7. In the application, select “Spaces” and under “Doors” click “Log in to see the doors”
8. Sign in with your ACRE Extranet credentials



9. The access right is activated for the user account automatically
10. Allow the application to use Bluetooth
11. In the application, select "Spaces" to see the list of available doors



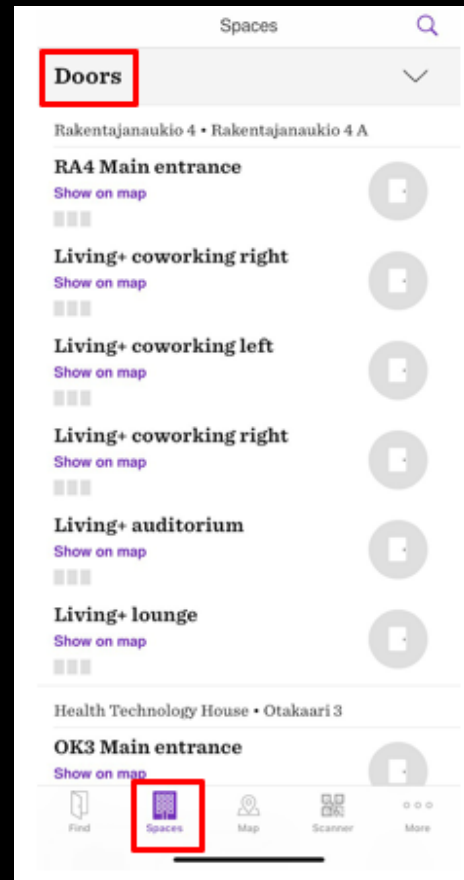
# Finding doors with Aalto Space mobile application

Mobile access doors are located near coworking areas:

- Aalto Living+, Rakentajanaukio 4
- Aalto Health, Otakaari 3
- Aalto Entrepreneurship, Otakaari 5 (A Grid)
- Aalto Materials, Vuorimiehentie 2

“Spaces” tab:

You will see the “Doors” list of the mobile access doors.

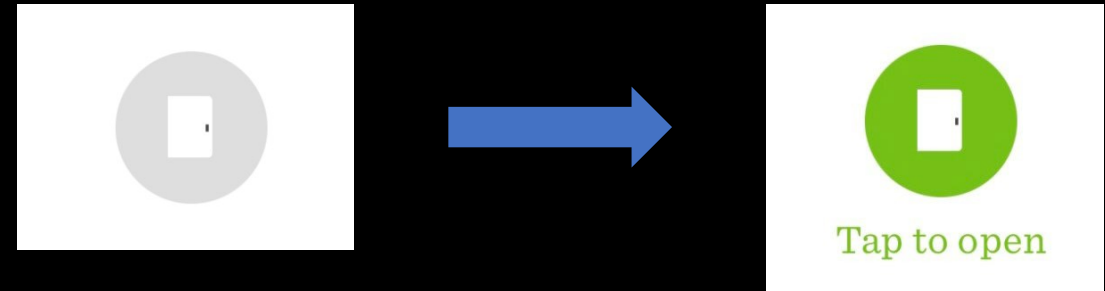


“Map” tab:

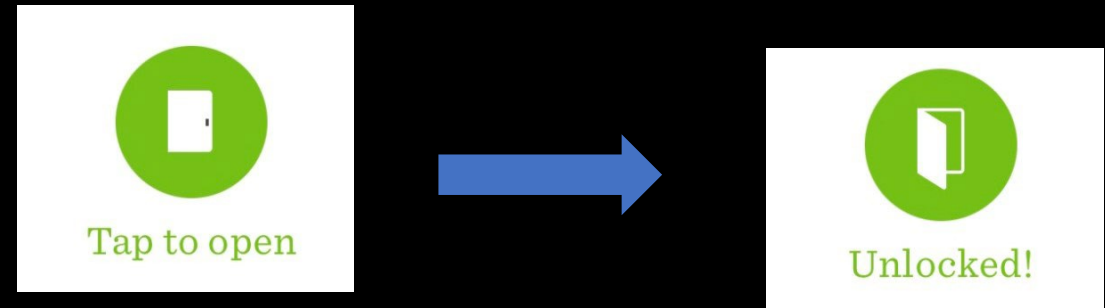
Look for blue arrow “bluetooth” icons on Aalto Space map.



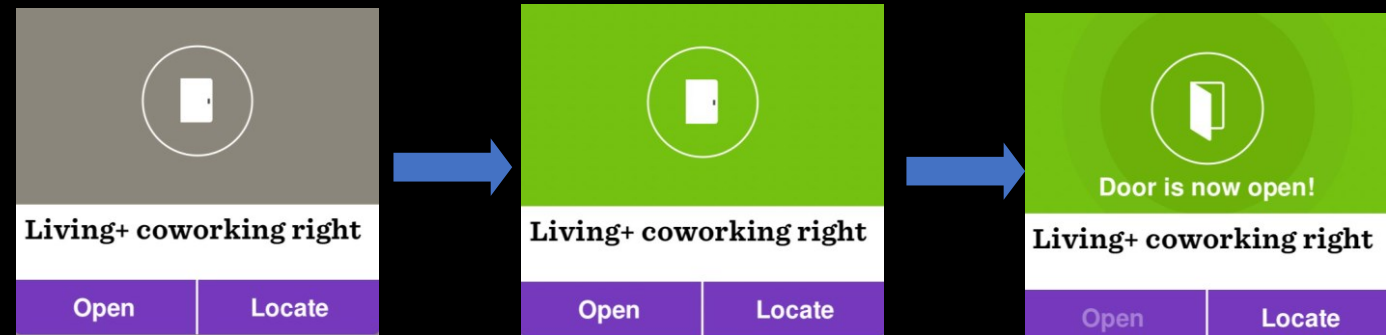
- On Aalto Space app “Spaces” tab you will see the “Doors” list. When you are near the door, it will change from grey to green on the list.



- Open the door by clicking the green door icon.



- You can also see the doors on the “Map” tab. Doors available will change to green when you are nearby them.



- Open the door by clicking the “Open” button.

# Important notices when using mobile access

- Your mobile phone with Aalto Space application is your access token
- The use of the service enabling mobile access in Aalto University's coworking facilities requires that the customer **uses password protection** (password or pattern) on their mobile device or at least in the Aalto Space mobile application.
- In addition, if a mobile device that has been used by the customer as a mobile access device is lost or stolen, Aalto University Campus & Real Estate **must be notified immediately**.
- Any questions or feedback? Please contact [info-acre@aalto.fi](mailto:info-acre@aalto.fi)