



## Registration via QR

Bosbec Services  
English

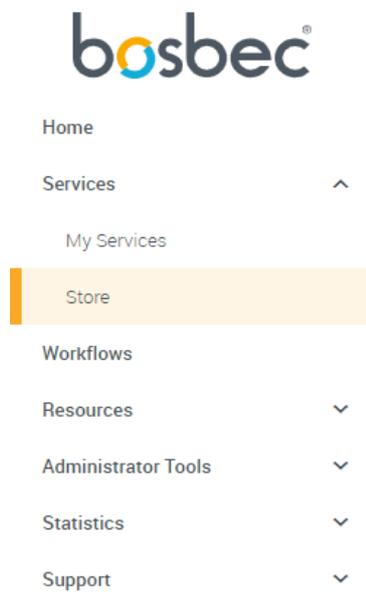
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## Preparations

To help you get started with the “Registration via QR” service, this document will not only show you how to use it but also how to install and configure it.

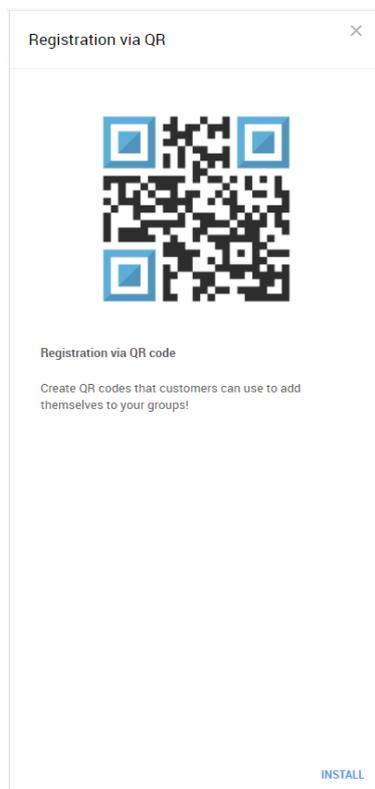
### Installation



All Bosbec Services, including the services in the retail package, can be installed from the **Service Store**.

You will find the Service Store in the main navigation menu to the left.

Image 1: Navigation Menu



Find the “Registration via QR” icon and click it to open the **installation page**.

The installation page contains some information about the features of the service and an install button in the bottom right. Click the install button.

This will bring up an installation prompt where you simply click “*Install*” again.

You are now ready to start using the service!

Image 2: The installation page for “Registration via QR”

## How to use

This section provides you with instructions of how to use the service “Registration via QR”.

### Create a customer club

A tip is to start creating a customer club on your Bosbec account. In your administrative interface, expand the “Resources” folder in the navigation bar to your left and select “Groups”. This will display a dashboard of all your available groups. Click on the blue plus icon in the top right corner to create a group. Name your group, e.g. “Customer Club”, and click the “Create” button. There are no limitations on how many different groups you can create.

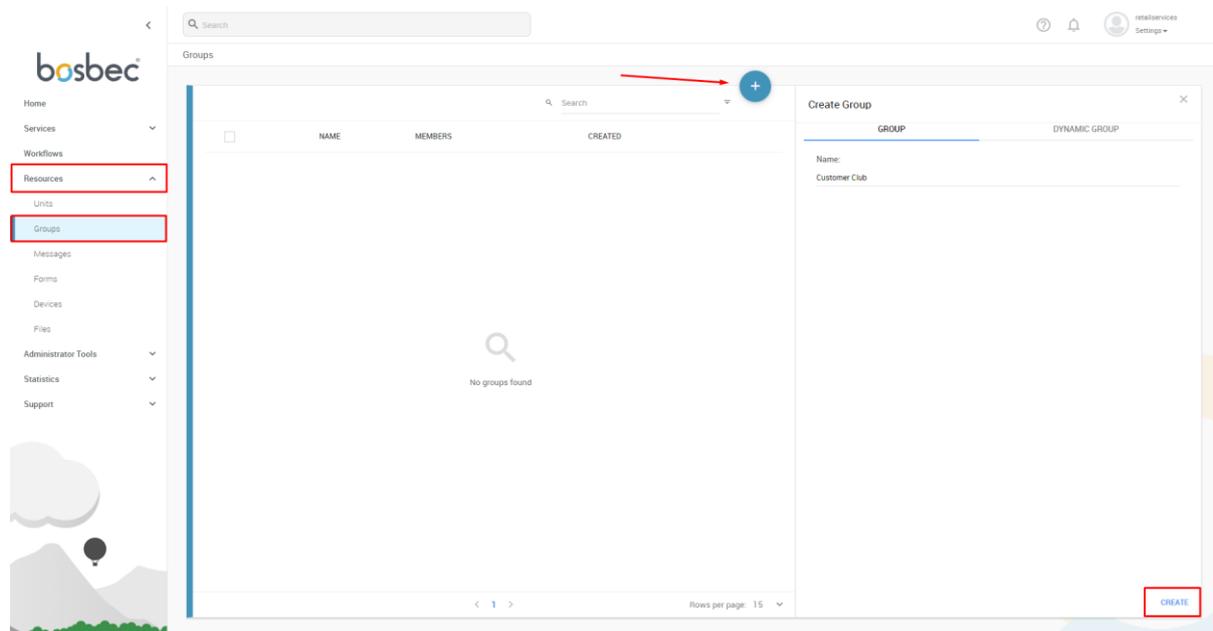


Image 3: Create a group by clicking the plus icon in the top right corner. Give your group a name and click on “CREATE”.

## Create a QR code associated with your club

Go to “My Services” and click on your newly installed service “Registration via QR”.

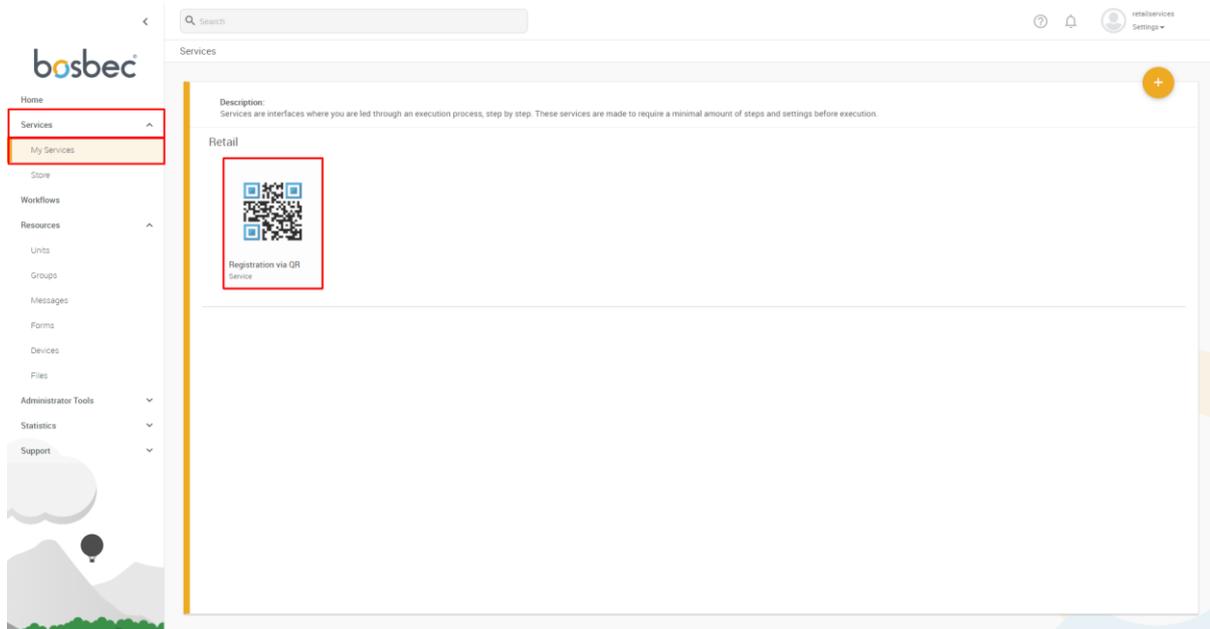


Image 4: Expand “Services” and click on “My Services”. Select the service “Registration via QR”.

Once inside the service, click on the green plus icon in the top right corner to create a QR code associated to a group. With this QR code a form is created which, when submitted, will add a user to your group.

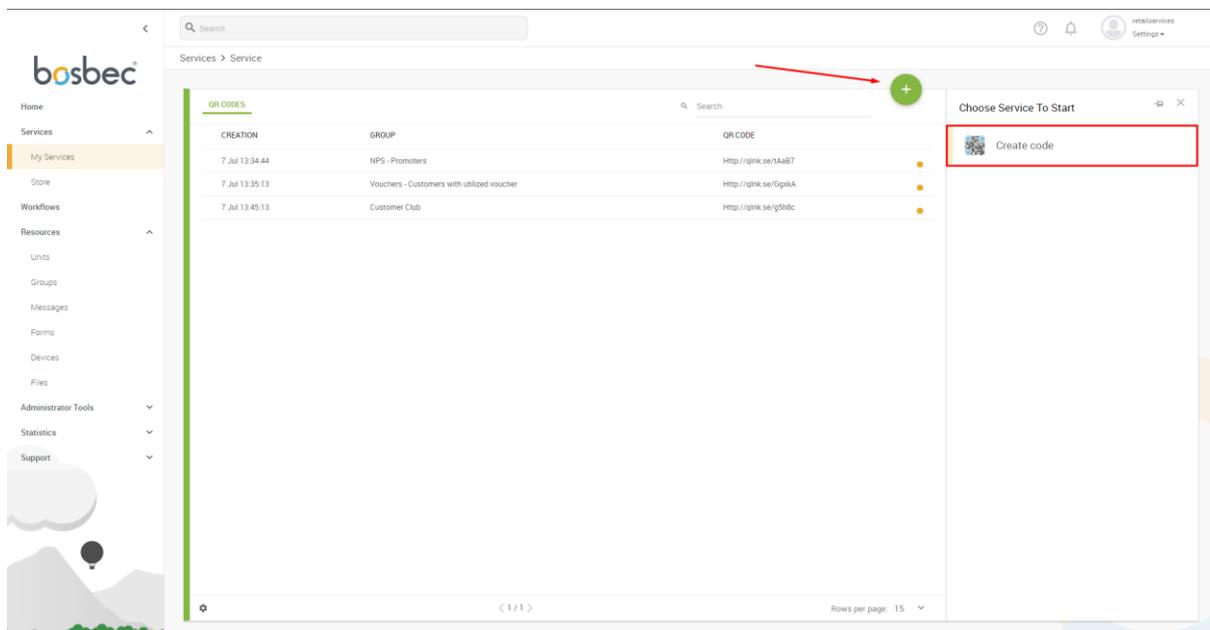
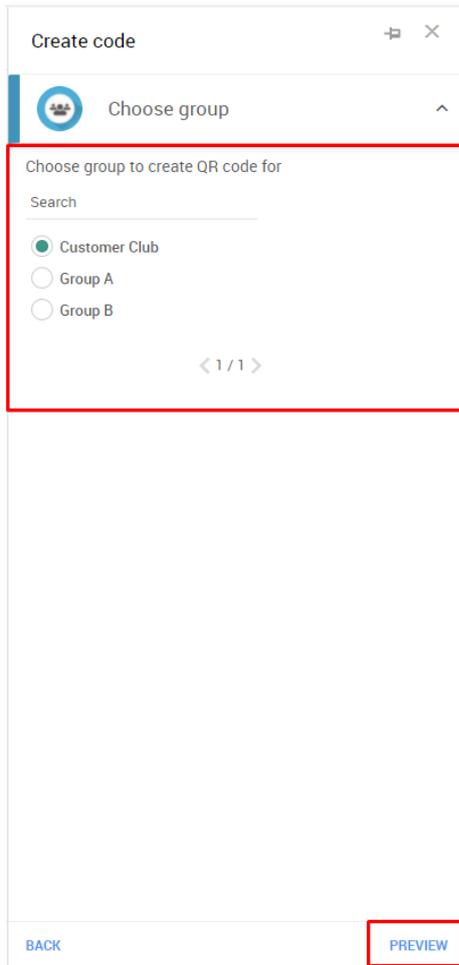


Image 5: Create a QR code by clicking the plus icon in the top right corner, select “Create code”.



Select the group you created. In the image to your left you can see that it's possible to create individual QR codes for all your groups.

Click, or search, the group you want to create a QR code for and click "PREVIEW", then "RUN".

A notification banner will expand to your right with a link to the QR code, as well as the QR code itself. Executing the service updates the dashboard, listing your new group with its associated QR code, see image 7.

Image 6: Select a group and click "PREVIEW", then "RUN".

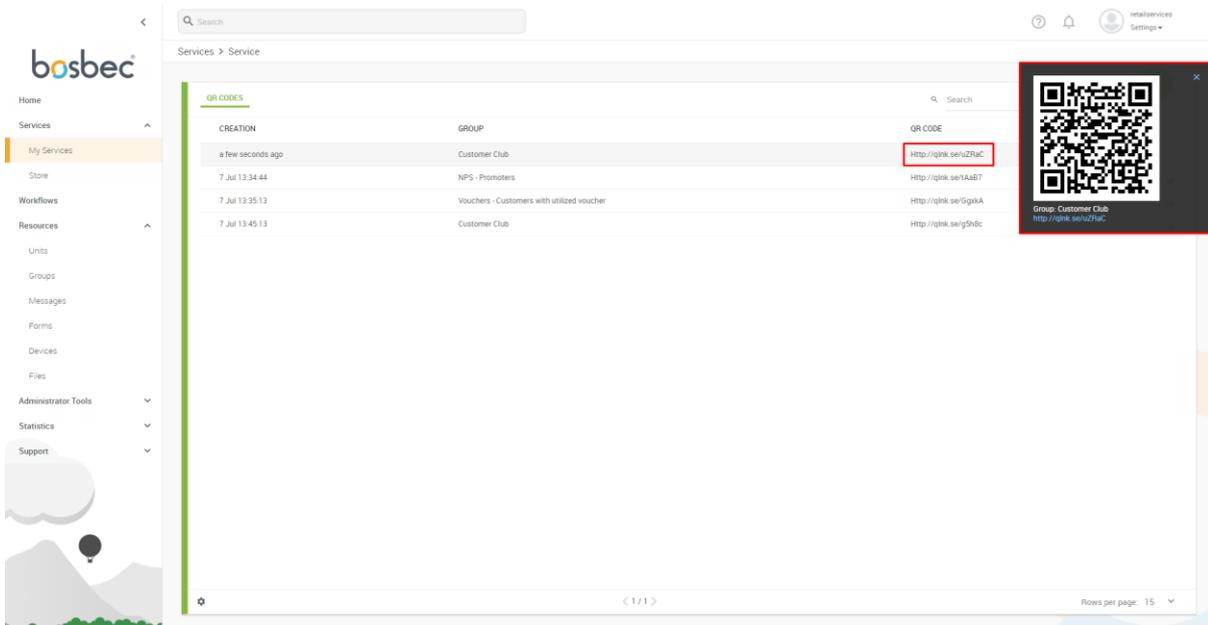


Image 7: An updated dashboard and the QR code available directly in a notification banner to your top right.

## Further reading

This service was built using the Bosbec Workflow Builder and is run using the Workflow Engine. If you want to learn more about these concepts, read more at <https://help.bosbec.io/>.