



M&O IT – Workforce Manager Mobile

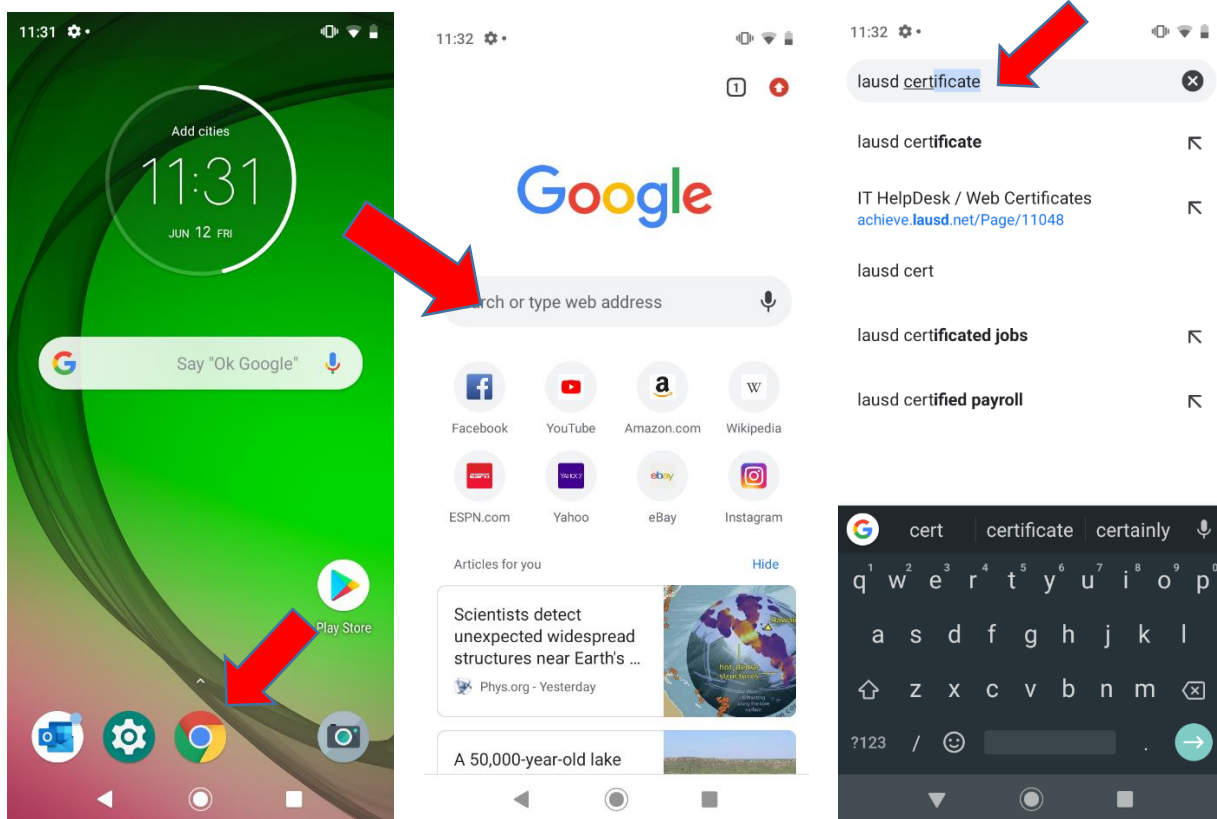
HOW TO INSTALL SECURITY CERTIFICATES ON
WFM MOBILE DEVICES

How to set up security certificates guide

Background: To provide instruction on how to use certificates to have employees access the secure WFM URL on their mobile devices.

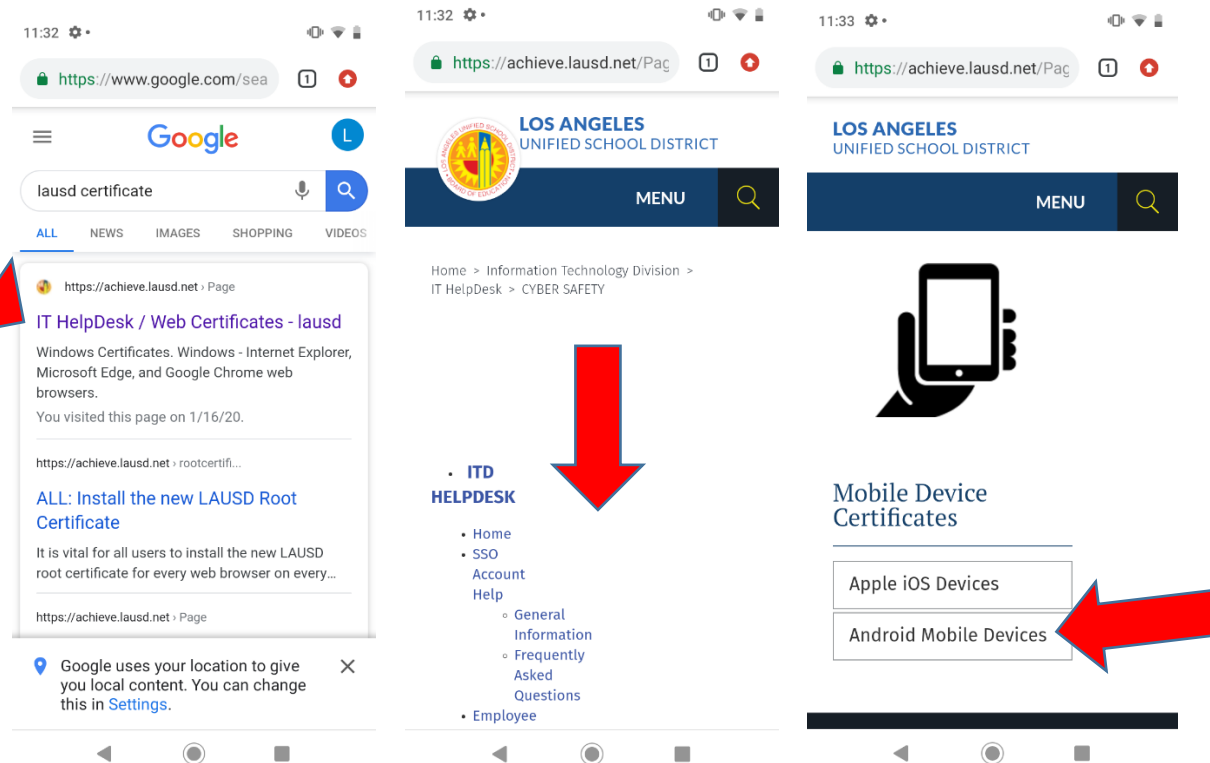
Step 1: Downloading the Security Certificates

Open the Chrome application and search for “**LAUSD Certificate**”. You will get search results like the ones shown in this example. Select the “**IT HelpDesk / Web Certificates**” link.

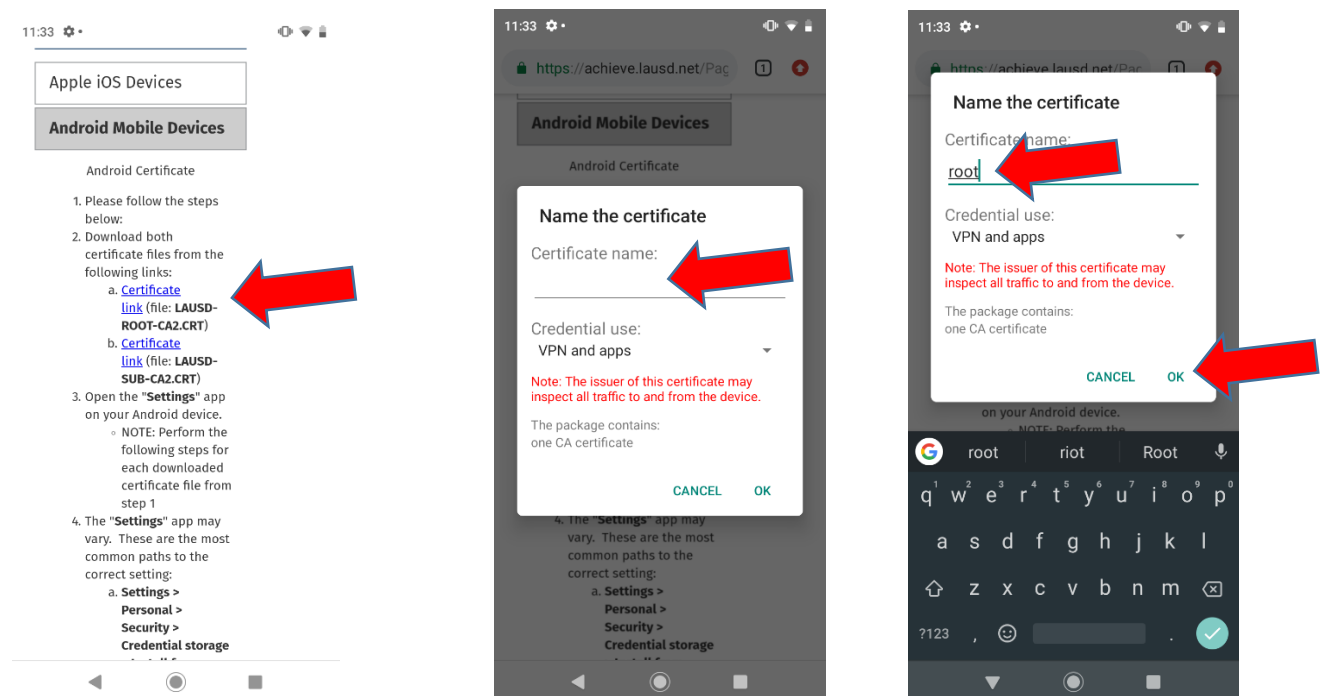


Maintenance & Operations IT – Security Certificates

Scroll down to the bottom of the page, select the “**Android Mobile Devices**” section to open more options.



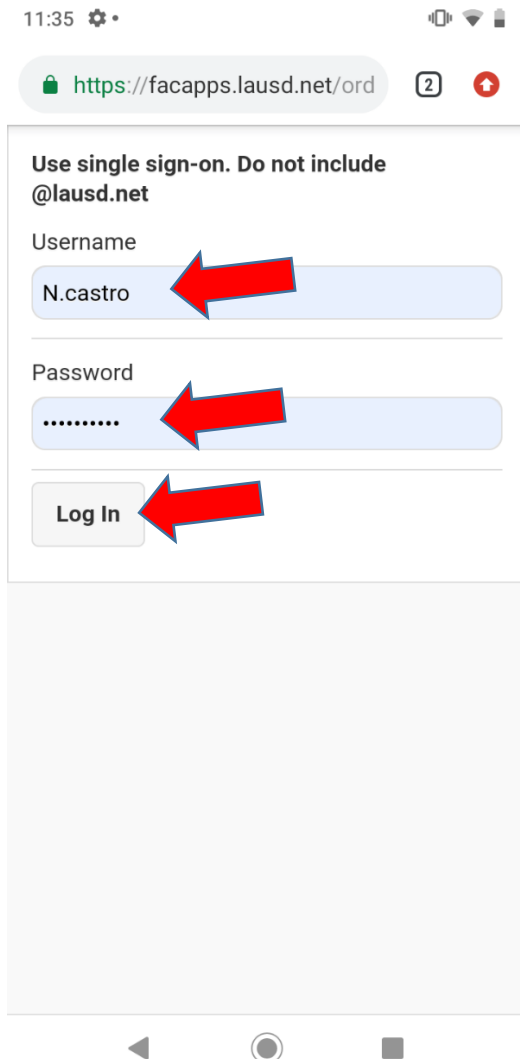
You will see two links in blue text (**A** and **B**). Click on the **A** link first. You will be prompted to input your device pin number (this is the pin you use to unlock your phone. You will have to make one if you don't have one). Name the certificate “**root**” and click “**OK**”.



Do the same for the second link (“B”) and name it “Sub”.

Step 2: Once that is done open a new tab in the chrome application and input the following link <https://facapps.lausd.net/wfmmobile>

Login to the WFM web application by inputting your district username and password. Click “log in”.



11:35

<https://facapps.lausd.net/ord>

Use single sign-on. Do not include @lausd.net

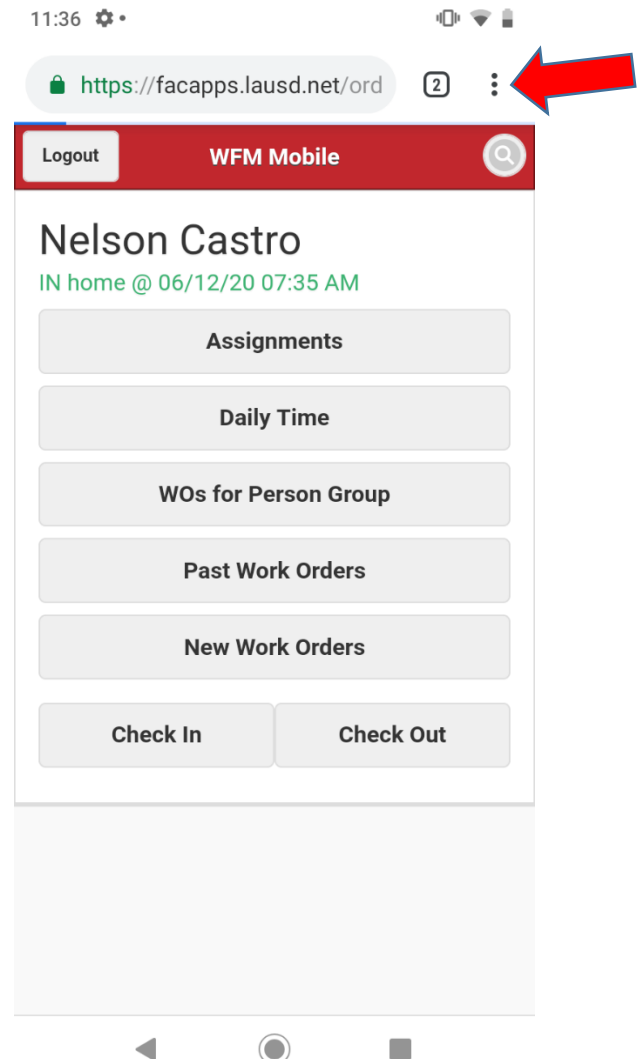
Username

N.castro

Password

.....

Log In



11:36

<https://facapps.lausd.net/ord>

Logout WFM Mobile

Nelson Castro

IN home @ 06/12/20 07:35 AM

Assignments

Daily Time

WOs for Person Group

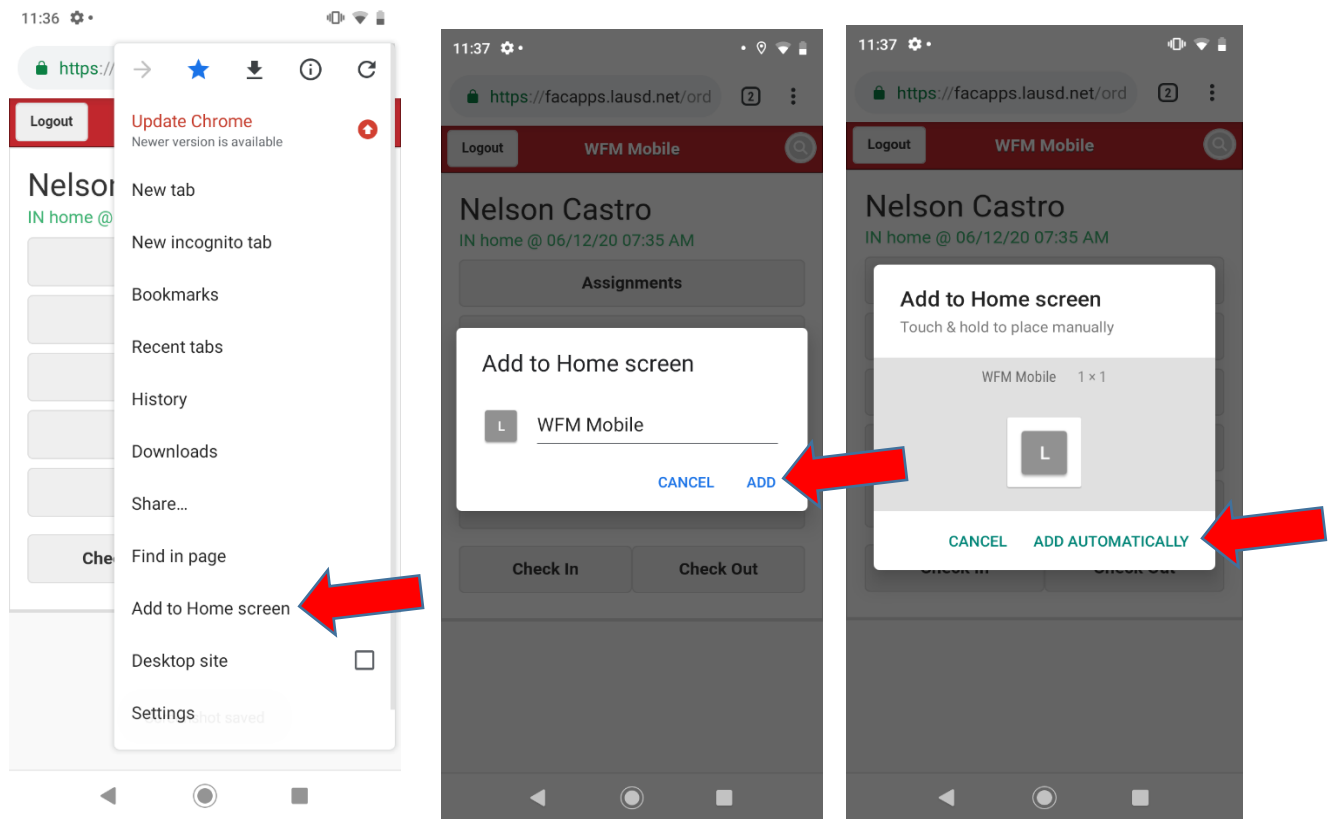
Past Work Orders

New Work Orders

Check In Check Out

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Click the menu in the top right-hand corner to open a menu and select the “**add to home screen**” option. Click on “**add**”, then “**add automatically**” to create a shortcut for the WFM application.



Done.

Should you have any questions on this guide, please contact Mark Merrick (mark.merrick@lausd.net / 213-241-8620), John Herweg (john.herweg@lausd.net / 213-241-1127), Nelson Castro (n.castro@lausd.net / 213-241-8764) or Rick Peterson (richard.peterson@lausd.net / 213-241-6274).