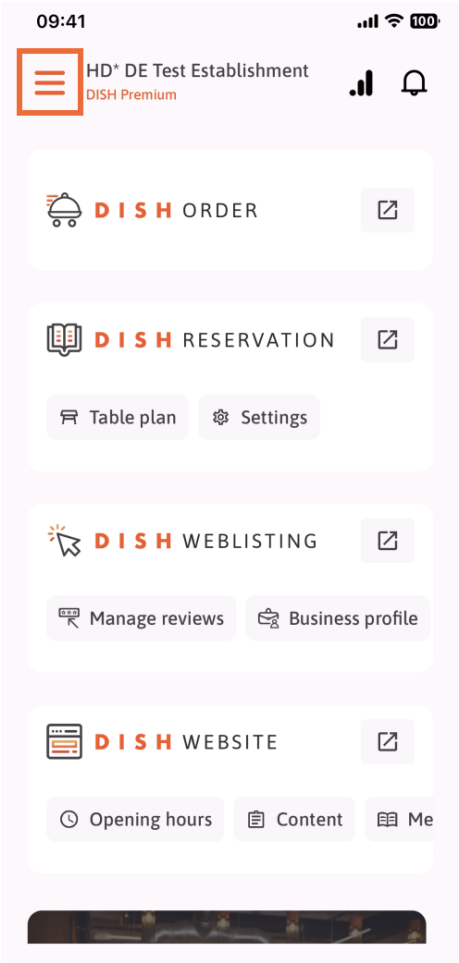
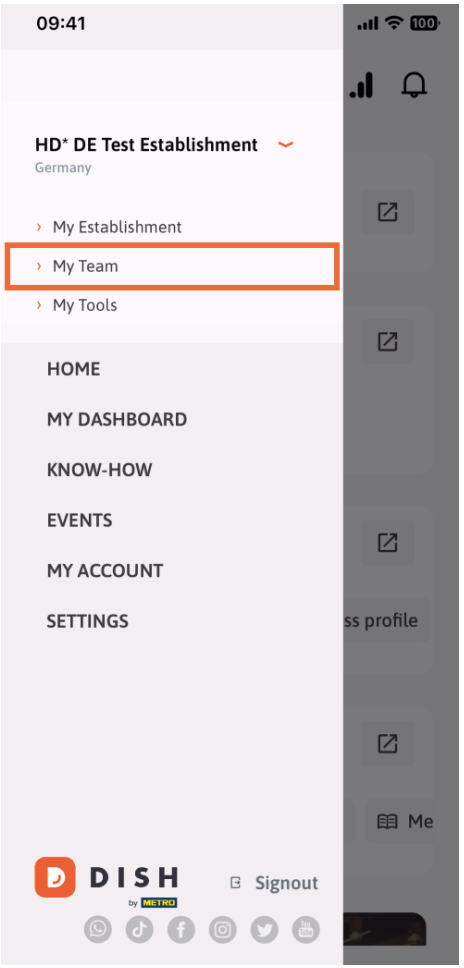
Aplicativo DISH - Como gerenciar membros da equipe no aplicativo - Digite as informações manualmente

In this tutorial, you are going to learn how to manage team members in the DISH App. First open the DISH app on your mobile phone.

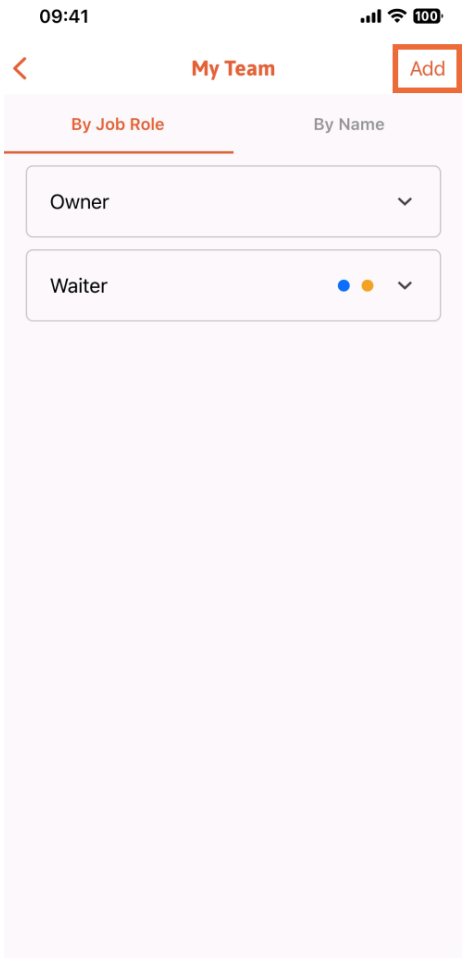
The next step is to open the menu by tapping on the menu icon.



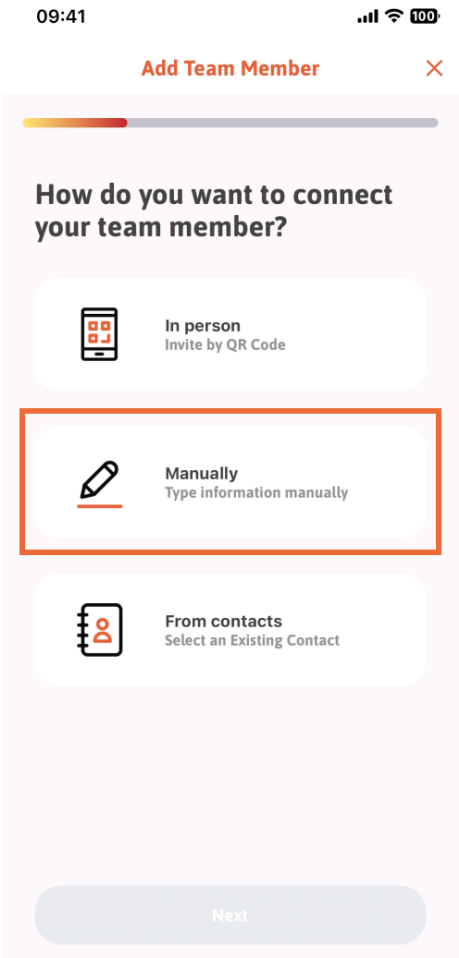
You'll then have to tap on the My Team section.



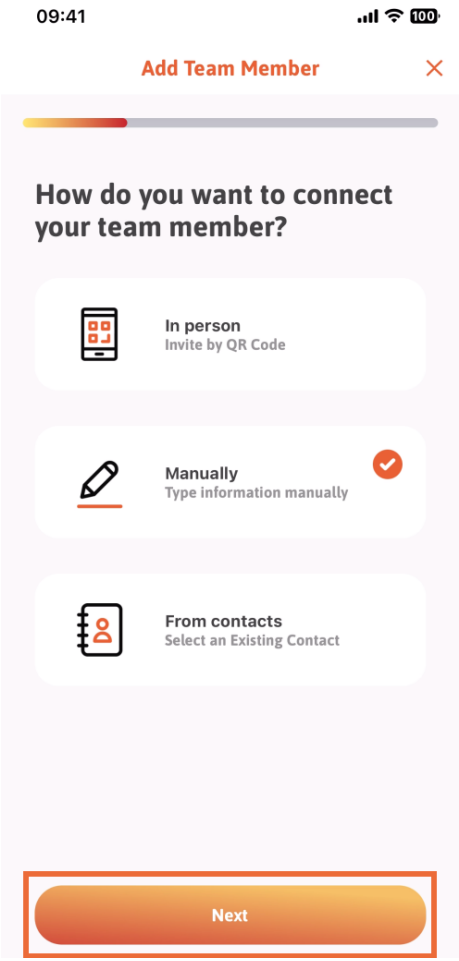
In the upper right corner you'll see an Add button, tap on it.



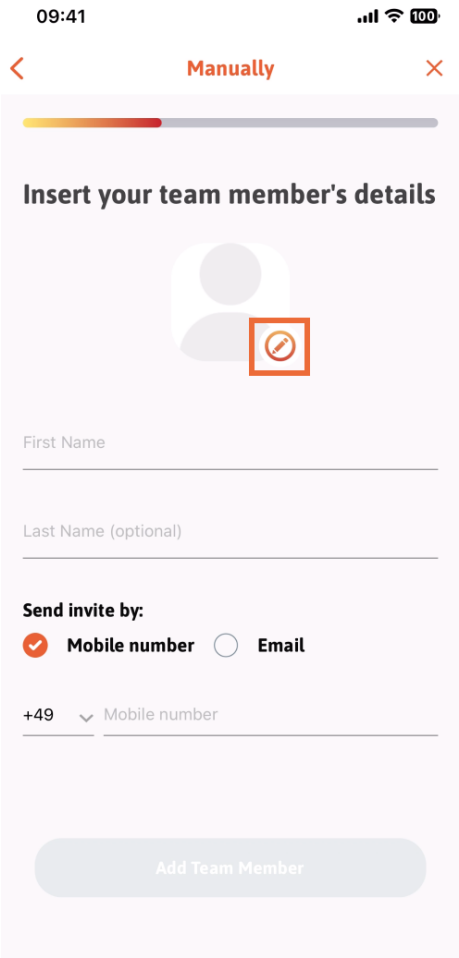
The second way you can use for adding a new team member is to type the information manually, tapping on Manually.



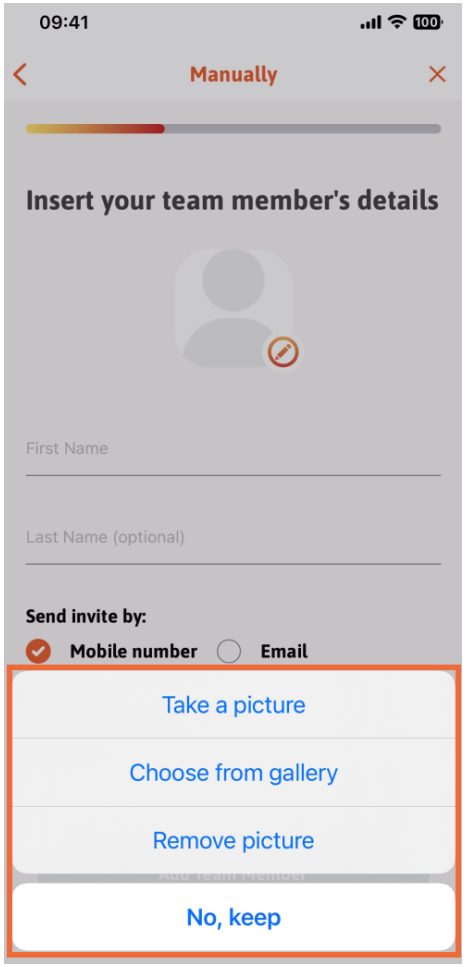
You can then tap on Next.



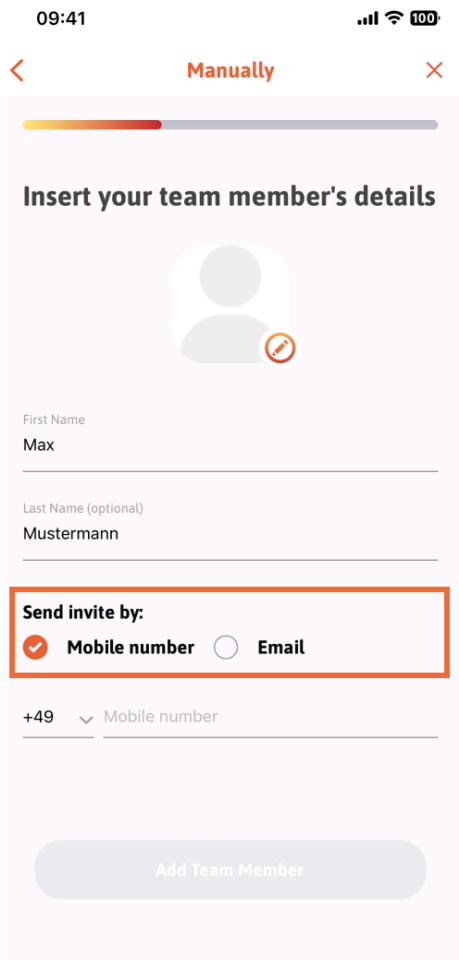
In this section, you can insert the new member information. If you tap on the pencil icon on the profile picture, you can add a photo of the new member.



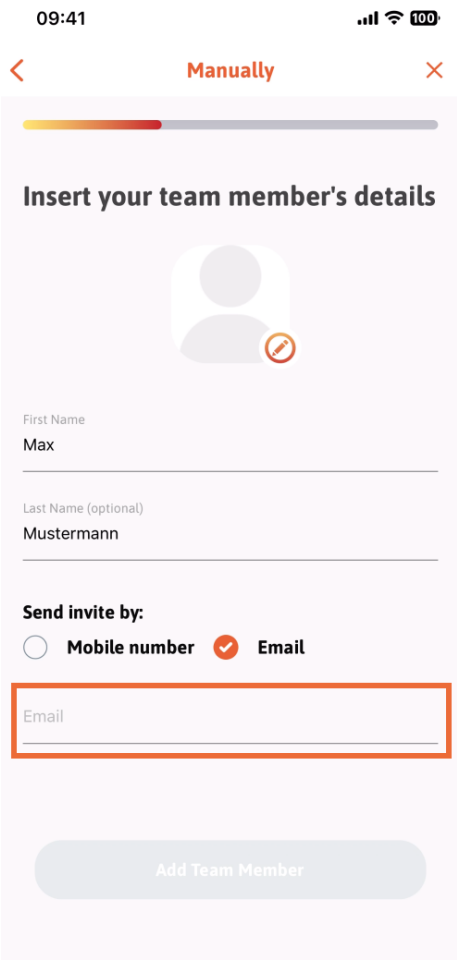
You can decide between Take a picture, Choose from gallery, Remove picture or dismiss though the button No, keep.



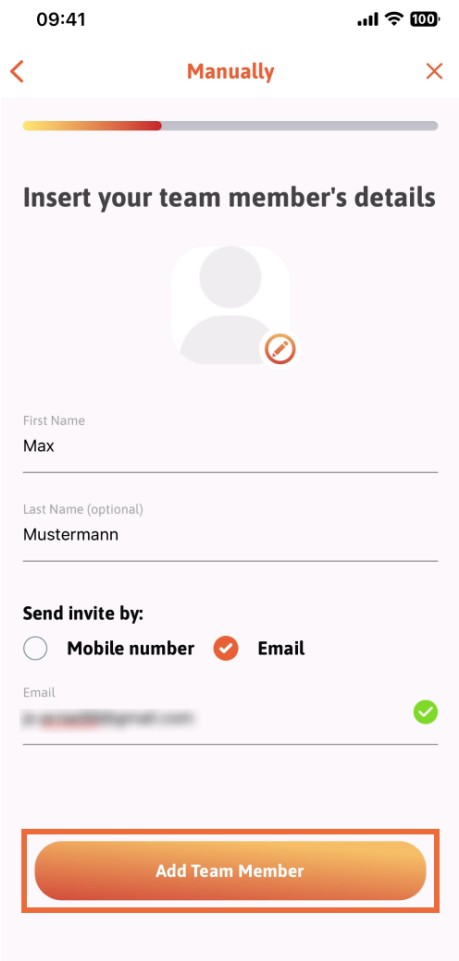
You can decide if you want to send the invite by mobile number or email.



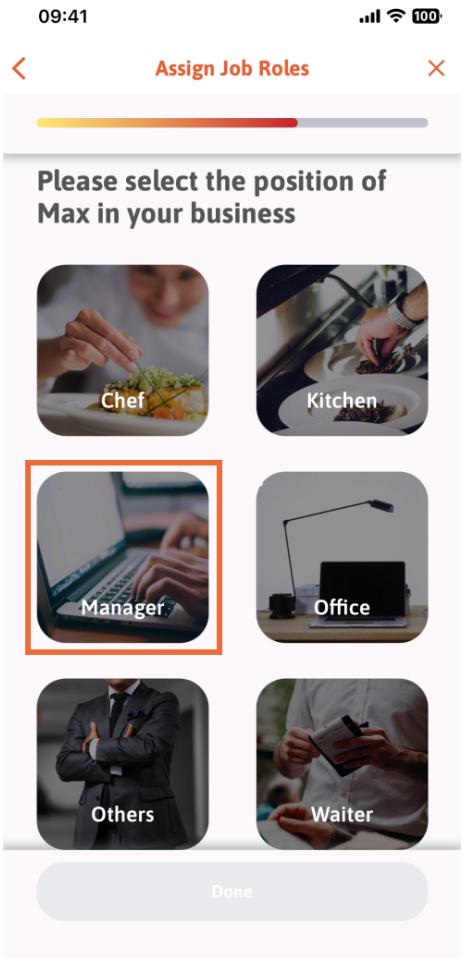
If you tap on email, you are also required to fill in the email information.



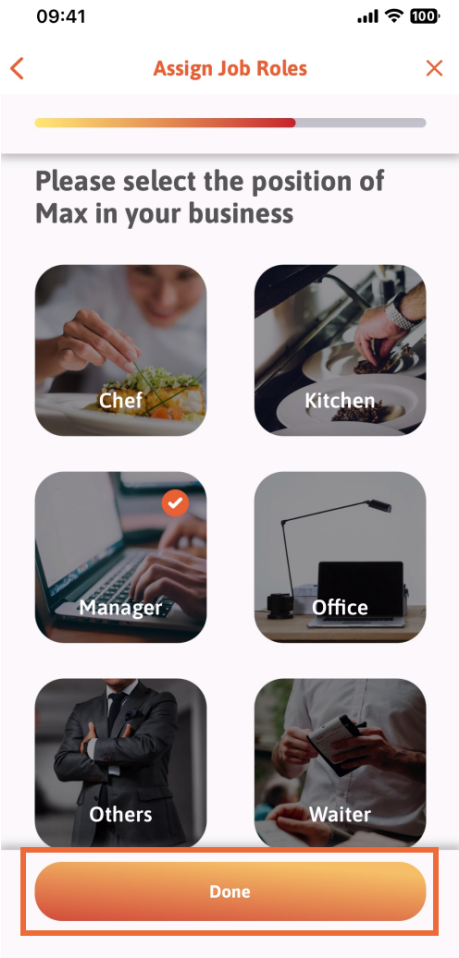
After you have successfully filled in the email, a green check is going to appear on the right. You can now move on, clicking on Add Team Member.



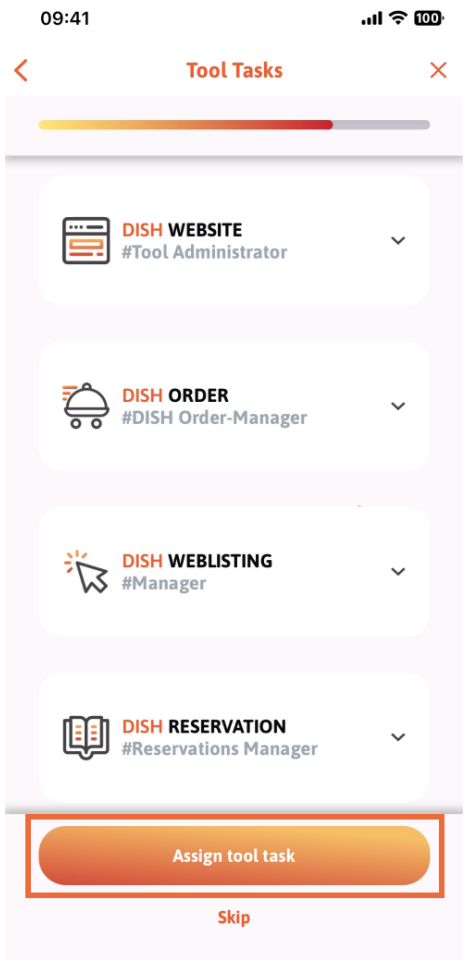
On the next step, you'll have to select the position your new member is occupying. We have selected, for example, Manager.



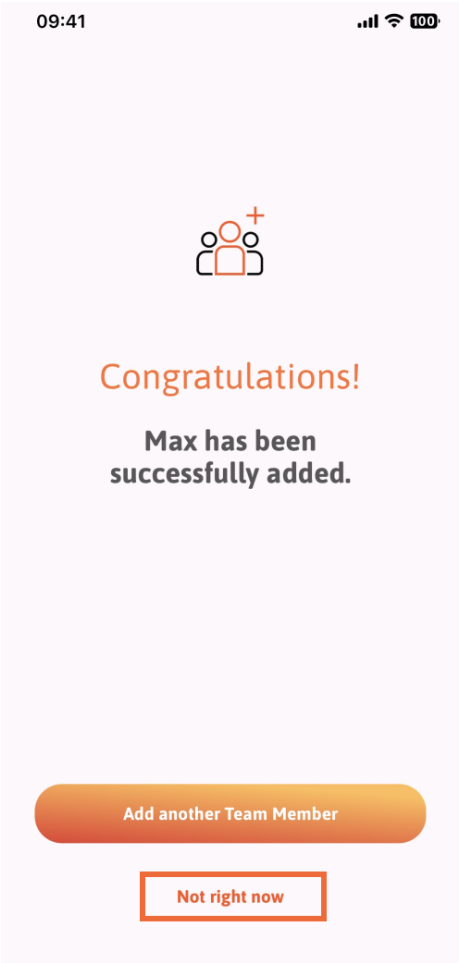
After you have selected the position, you can click on Done.



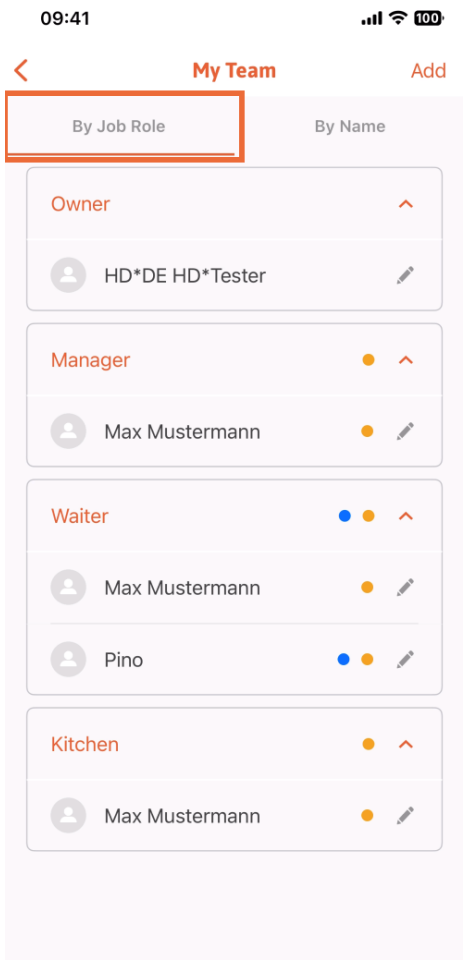
In the next section, you are going to see all the tool tasks he is allowed to do. Click on Assign tool task.



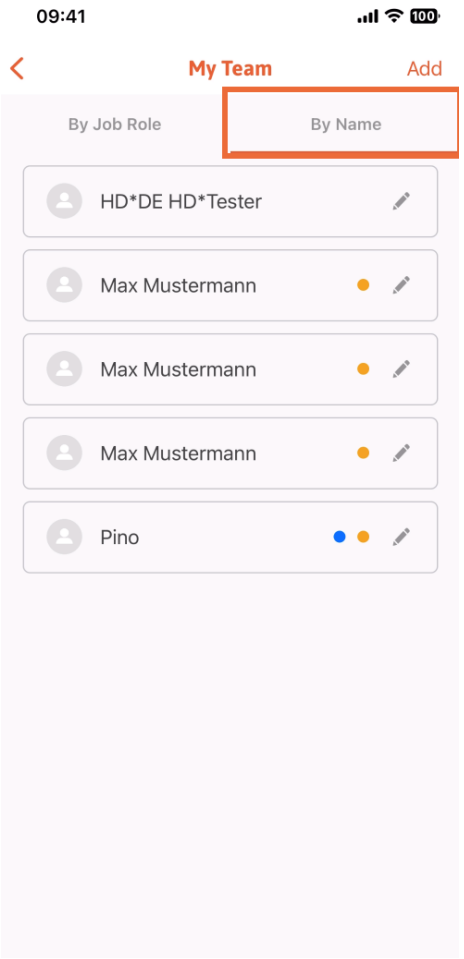
When you have successfully added your new team member, e you don't wish to add another one, you can click on Not right now.



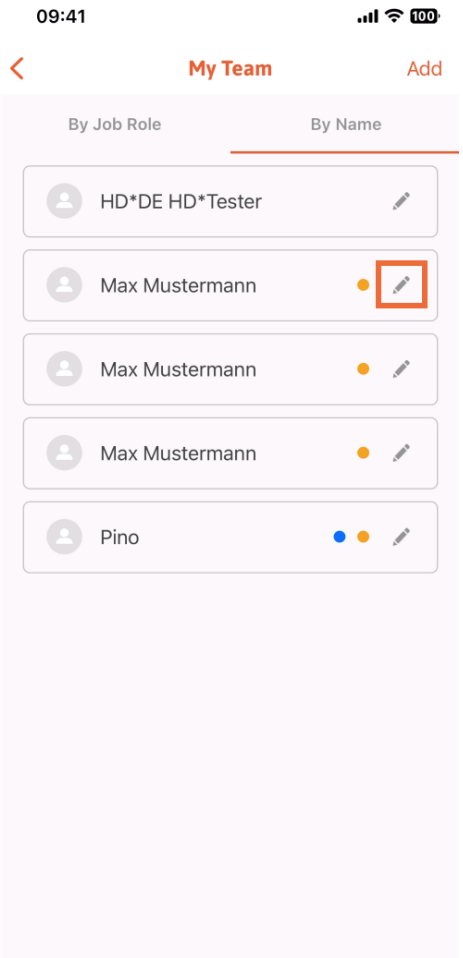
In the My Team section, you can visualize all your team members by the role, tapping on By Job Role.



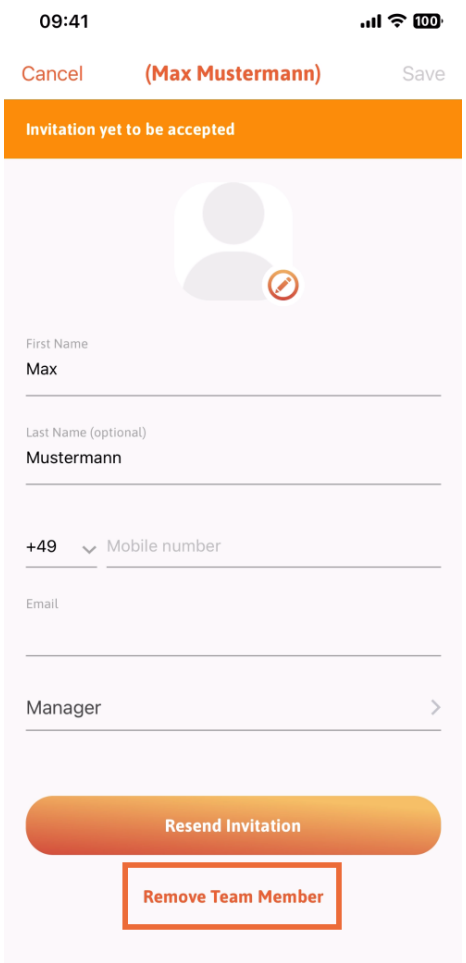
Or you can choose to visualize them tapping on By Name.



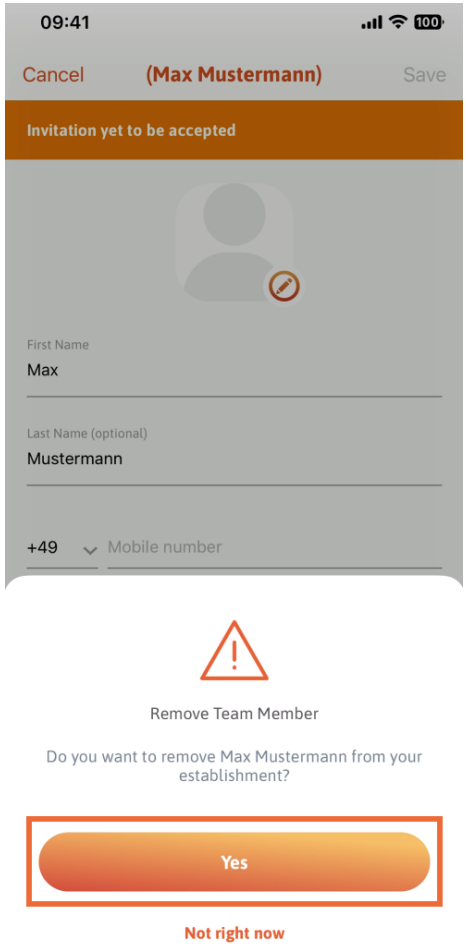
If you wish to edit a team member's information or remove them, you can click on the pencil icon on the right side of their name.



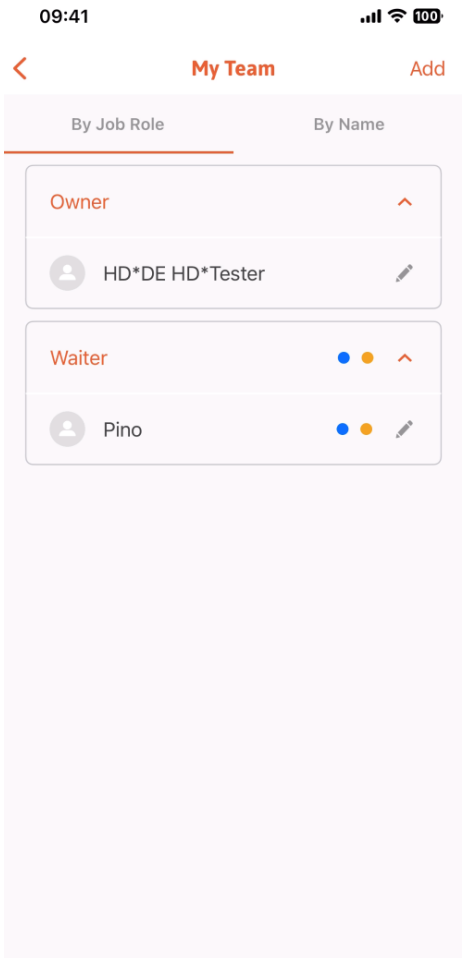
For removing this team member, you can click on the bottom on Remove Team Member.



If you choose so, a pop-up menu is going to ask you again if you are sure to remove this team member. Confirm, tapping on Yes.



That's it. You are done. You now know how to manage the teams' member in the app.



Scan to go to the interactive player